

**FREEDOM OF INFORMATION
AND
PRIVACY ACTS**

SUBJECT: CUSTODIAL DETENTION

SECURITY INDEX

FILE NUMBER: 100-358086

SECTION : 25



FEDERAL BUREAU OF INVESTIGATION

NOTICE

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list

Assistant Attorney General [REDACTED]
Criminal Division

June 22, 1953

Director, FBI

SECURITY INDEX LIST

Confidential

There is attached hereto a current list of the names of the individuals maintained in the Security Index. Names included in the main portion of the list are arranged alphabetically. The names of individuals coming within five designated groups are listed on separate pages. Following each name is information reflecting the race, sex, birth date, Bureau file number and the Bureau field office covering the residence of the individual.

It is requested that this list be given utmost security.

Attachment

NOTE ON YELLOW ONLY:

Espionage Section of the Special Section not included.

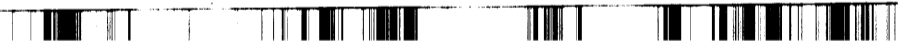
The five designated groups are:

- Foreign Government Employees
- United Nations Employees
- Pro-Tito Yugoslavs
- U. S. Government Employees
- Atomic Energy Program Employees

Handwritten notes on the left margin, including "6/22/53" and "4 copies" with various initials and dates.



[REDACTED] - 1 -
JUN 22 1953



SAC, Detroit

June 25, 1953

Director, FBI

SECURITY INDEX KEY FACILITIES

Reference is made to the Master Key Facility List which reflects that the Ex-Cell-O Corporation, 1202 Corkman Boulevard, Detroit, Michigan, is a key facility, geographical reference , Air Force Responsibility, Procli.

None of the above plants are listed on the Key Facility List. Your forms FD-122 listed each of the above plants as key facilities. No action is being taken regarding these forms. You should review your files and determine whether these subjects have access to restricted material and then submit the change on Form FD-122.

STANDARD FORM NO. 64

Office Memorandum

• UNITED STATES

GOVERNMENT

TO :

DATE: June 24, 1953

FROM :

SUBJECT: SECURITY INDEX - 6-24-53
THIRTY-FOUR PROMINENT INDIVIDUALS

As you know for some time we have been following the Department closely for advice as to whether 34 specifically named individuals who are prominent in the business and professional fields should be included in the Security Index. These individuals were formerly carried in the Prominent Individuals Subdivision of the Special Section.

By a memorandum dated March 16, 1953, Assistant Attorney General [redacted] advised that preliminary reviews had been conducted on the 34 individuals specifically named in earlier memoranda but that he was withholding a final determination on these names until the Criminal Division had had some further experience in the processing of other names on the Security Index.

For your information on June 18, 1953, when Supervisor [redacted] was contacting [redacted] on another matter, [redacted] advised that the reports on the 34 prominent individuals had been reviewed and that advice in each case will be forwarded to the Bureau in the near future.

ACTION:

This is for your information. We will continue to follow this matter closely.

1489

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

DATE: June 26, 1953

TO :

FROM :

SUBJECT: SECURITY INDEX

During the past week 101 new cards were added to the Security Index and 17 cards were cancelled, a net increase of 84 cards.

The Security Index count as of today is 21,919.

ACTION:

This is for your information.

1490 changed 38-36
to 6-30-53

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE:

FROM : W. J. [unclear], Phoenix

CONFIDENTIAL

SUBJECT: SUMMARY REPORTS IN SECURITY INDEX CASES

CATEGORY	TOTAL NO. OF CASES	NO. OF INITIAL SUMMARY REPORTS SUBMITTED TO DATE	NO. OF SUMMARY REPORTS TO BE SUBMITTED	
2	0	0	0	
4	0	0	0	0
5	X 55	X 85	X 0	10/31/53

Of the five initial summary reports to be submitted, four are to be submitted by offices other than the Phoenix Division. In the other case, the subject has been interviewed, a closing report written and the Bureau requested to remove subject from the Security Index.

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

DATE: 6/24/53

FROM :

SUBJECT: SECURITY INDEX CARD STATISTICS

There are attached two copies of a table showing by Field Office the total number of Security Index cards in our files. This table indicates the nationalistic tendency, the dangerousness classification, sex, race, citizenship status, and others on one of the "special lists." A key to the abbreviations is also included.

These statistics are based on Statistical Section Records as of May 15, 1953.

Attachments

AL	Alien
CS	Comsab
DC	Detcom
KF	Key Figure
NA	Naturalized
NB	Native Born
TF	Top Functionary
AEP	Atomic Energy Program employees
EUL	Bulgarian
COM	Communist Party, USA
CZE	Czechoslovakian
ESP	Espionage subjects
FGE	Foreign Government employees
GOV	United States Government employees
HUN	Hungarian
ILL	Independent Labor League
ISL	Independent Socialist League
NPR	Nationalist Party of Puerto Rico
PPA	Proletarian Party of America
PRO	Prominent Person
RUM	Rumanian
RUS	Russian
RWL	Revolutionary Workers' League
SWP	Socialist Workers' Party
ULP	United Labor Party
UNE	United Nations employees
YUG	Yugoslavian

SEARCHED INDEXED
SERIALIZED FILED
FBI - NEW YORK
JUN 1 1951

1492 changed to 47-81

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI ()

DATE: July 1, 1953

FROM : SAC, San Francisco ()

SUBJECT: ~~SECURITY INDEX - PREPARATION OF SUMMARY REPORTS~~

Re SAC Letter No. 95, Series 1951, dated September 23, 1952,
and SAC Letter I, Series 1952, dated March 14, 1952.

The status of the project of writing summary reports in Security Index cases in this office is as follows:

CATEGORY	TOTAL NUMBER OF CASES AS OF 3/31/53	NO. OF INITIAL SUMMARY REPORTS SUBMITTED TO DATE	NO. OF SUMMARY REPORTS TO BE SUBMITTED	EXPECTED DATE OF COMPLETION
Special Section	5	5	0	Completed
Key Facilities	138	159	0	Completed
SI's where no pertinent information reported since 1/1/49	51	31	20 15	4/30/54
All other SI's excepting those in Special Section, Key Facilities, Top Functionaries	1781	915	866	12/31/53
Top Functionaries	3	3	0	Completed
Key Figures	<u>93</u>	<u>95</u>	<u>12</u>	6/30/54
TOTAL*	2071	1208	893	

*Figures in columns 2 and 3 do not total 2071 because of removal of subjects from SI subsequent to submission of summary reports.

1

Director, FBI, from SAC, San Francisco

July 1, 1953

Re: SECURITY INDEX--PREPARATION OF SUMMARY REPORTS

As the Bureau is aware, since March 31, 1953 when the last quarterly report was submitted by this office, it has become necessary to suspend the security index summary report program as such in the San Francisco Division, because of the necessity of assigning as much personnel as possible to the development and maintenance of underground sources and to the other security responsibilities of this division.

The last estimate submitted on March 31, 1953 indicated that the San Francisco Office would complete the summary report project by December 1, 1953. It has been necessary to revise this estimate due to the discontinuance of the summary report program.

Bulet dated June 22, 1953 concerning the inspection of the San Francisco Division reflected that the summary report project should be completed by December 1, 1953. In order to fully comply with these instructions, it will be necessary to reinstitute the summary report program contrary to current Bureau regulations. Therefore, UACB, it is being assumed that the Bureau will not require this office to complete the summary report project by December 1, 1953.

It is to be noted from the foregoing that all initial summary reports have been submitted on subjects carried in the special section, in the key facility section, and in the top functionary section.

Office Memorandum • UNITED STATES GOVERNMENT

DATE: 6/4/53

TO :

FROM :

SUBJECT: PROPOSED ADMINISTRATIVE PAGE FOR SECURITY MATTERS

SYNOPSIS:

A stenographer of the San Francisco Office has suggested the Bureau prepare a printed form of Administrative page on mimeograph paper and white onionskin which would contain the headings for documentation and be filled in when a security report is typed.

The views of five offices and the Domestic Intelligence Division were requested and they unanimously were in favor of adopting the proposed procedure.

ADVANTAGES:

1. Would save stenographic time
2. Would insure completely uniform administrative pages
3. Would assist agents in writing security reports, particularly when a considerable amount of documentation is involved
4. Would eliminate necessity of agent dictating the headings

DISADVANTAGES:

None

RECOMMENDATION:

It is recommended the suggestion be adopted and set up in the following manner:

<u>Identity of Source</u>	<u>Date of Activity And/or Description of Information</u>	<u>Date Received</u>	<u>Agent to whom Furnished</u>	<u>File Number where located</u>

DETAILS

A stenographer of the San Francisco Office has suggested the Bureau prepare a printed form of administrative page on both onionskin and mimeograph paper which would contain the headings for documentation and be filled in when a security report is typed.

The views of the New York, Los Angeles, Cleveland, Chicago, and San Francisco Offices in addition to the Domestic Intelligence Division were requested as to the practicability and desirability of the suggestion.

The New York Office stated the use of such headings is a highly desirable procedure and that the form would undoubtedly save stenographic time.

The Los Angeles Office advised the proposed form had been discussed with stenographers and agents working on security type reports and it was the consensus that the form would save stenographic time, insure completely uniform administrative pages and eliminate the necessity of dictating the headings.

The Cleveland Division was of the opinion the suggested form would save a substantial amount of stenographic time and be of considerable assistance to agents in rough drafting administrative pages of reports where a considerable amount of documentation is required. Cleveland recommended that "where known, otherwise date of report" be added to the heading "Date received" since in past years the exact date received was not always recorded and therefore the date of the report was used to assist in identifying the particular report.

Also that it would be expedient to add "or agent directing to file" to the heading "agent to whom furnished" since in old cases the agent to whom the informant's report was furnished was not identified and therefore the agent who directed the report to the file is used for identification.

(It is apparent that Cleveland's suggestions for addition to the recommended headings would result in a lack of clarity as to which item was referred to in the entry under the heading. A brief explanation under the recommended headings should suffice to explain any situation outside the norm.)

The Chicago Division stated the suggestion is an excellent one and recommended that more space be allotted under the heading "Date of Activity and/or description of information" than was indicated on the attachment inasmuch as this space usually requires more typing than in the other captions.

The San Francisco Office advised the proposed form would save considerable stenographic time in those offices producing a large volume of security type reports.

~~W. J. ...~~, Chief, Internal Security Section, Domestic Intelligence Division, advised the proposed form would save considerable stenographic time and recommended its adoption. ~~W. J. ...~~ recommended the following headings for the proposed form which are identical with those in the form proposed by San Francisco which are in accordance with the headings set out in No Number SAC Letter dated 3/14/52:

<u>Identity</u> <u>of Source</u>	<u>Date of Activity</u> <u>And/or Description</u> <u>of Information</u>	<u>Date</u> <u>Received</u>	<u>Agent to</u> <u>whom</u> <u>Furnished</u>	<u>File Number</u> <u>where</u> <u>Located</u>
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UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

EMPLOYEE SUGGESTION

Date June 26, 1953

To: Director, FBI

From: SA

Field Office or Division New Orleans

^{Use of}
SUGGESTION: That a form similar to the one attached be utilized in the preparation of Communist Index cards throughout the field. It will be submitted by the individual agent to whom a case is assigned as soon as it becomes apparent from investigation that the subject qualifies for inclusion in the Communist Index. From the data on the form, a designated employee in the Chief Clerk's Office will prepare a Communist Index card and the form may then be destroyed.

Its advantages are: All Communist Index cards will be prepared by one employee, insuring a high degree of uniformity. Agents can submit Communist Index nominees promptly and on a current basis without involving a stenographer. It insures that the clerical employee who prepares the cards receives the full and complete information necessary for their proper preparation.

It should save at least \$ Unknown annually.

The use by the United States of my suggestion shall not form the basis of a further claim of any nature by me, my heirs, or assigns upon the United States.

~~COPIES DESTROYED~~

~~ALL INFORMATION CONTAINED~~

(Signature of Suggestor)

Comments and recommendation of Supervisor, SAC, or Assistant Director:

I recommend the suggestion be adopted.

INFORMATION FOR COMMUNIST INDEX CARD

1. Name and aliases:
2. File number (field office):
3. Position in Party:
4. Place of residence:
5. Place of employment:
6. Citizenship:
7. Source and date information received:
8. General statement re dangerousness, potential or actual:

(This form must be submitted on those persons who may be described as Communists in the broad sense of the word. It will include those persons who have been affiliated with the Communist Party or similar ideological groups and as such have (1) been present or past subjects of Security Index cards, (2) been reported past or present members or (3) through their activities and expressed sympathies strongly indicated affiliation with or agreement with such ideologies.)

1 ENC

Office Memorandum • UNITED STATES GOVERNMENT

DATE: June 24, 1953

TO :

FROM :

SUBJECT: SECURITY INDEX - *copy*

... Department Attorney in charge of the attorneys reviewing the Security Index cases, on June 18, 1953, when being contacted by Supervisor on another matter, furnished an up-to-date list of the Department attorneys and clerical employees engaged in the reviews:

Attorneys

Clerks

Complete file reviews and memoranda have been prepared previously on all of the above except Department Attorney

also advised that the Department at this time is contemplating adding eight additional attorneys to the project in order to expedite it. He stated that if additions were made to the staff he would immediately submit their names to the Bureau.

ACTION:

File reviews are presently being made on the Department employees not checked previously which will be forwarded to you as soon as completed.



1496
changed to
43-55

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI
FROM : SAC, Minneapolis
SUBJECT: SUMMARY REPORTS IN SECURITY INDEX CASES

DATE: June 30, 1953

Re SAC Letter 95 dated September 22, 1951, and No
Number SAC Letter I dated March 14, 1952.

The following is the status of summary reports due in
this office:

<u>Category</u>	<u>Total No. of Cases</u>	<u>No. of Initial Summary reports Submitted to Date</u>	<u>Number of Summary Reports to be Submitted</u>	<u>Expected Date of Completion</u>
2	None	None	None	--
4	Summary reports have now been submitted on all cases in this category.			
5	328	279	49	9-1-53

STANDARD FORM NO. 64

Office Memorandum

UNITED STATES

GOVERNMENT

TO :

DATE: July 3, 1953

FROM :

SUBJECT: SECURITY INDEX - C-1

During the past week 83 new cards were added to the Security Index and 34 cards were cancelled, a net increase of 49 cards.

The Security Index count as of today is 21,968.

ACTION:

This is for your information.



UNRECORDED
7-16-53

SAC, San Francisco (

July 16, 1953

Director, FBI. (

AUTO REGISTRATION INDEX
SECURITY MATTER - C

Security Index - General

Reference is made to the memoranda from the San Francisco office dated April 9, 1953, and June 10, 1953, requesting authority to continue the use of an auto registration index for the purpose of facilitating the identification of individuals involved in security investigations. There is enclosed herewith for the Los Angeles and San Diego Offices one copy each of the referenced memoranda from San Francisco.

In view of the justification which has been submitted for the maintenance of an Auto Registration Index by the San Francisco office, the Bureau has no objection to the maintenance of such an index provided its maintenance does not involve a great deal of personnel time which would outweigh the advantages which are being gained from its use. Inasmuch as the Los Angeles and San Diego Offices are confronted with the same problem as the San Francisco Office with regard to obtaining auto registration data, those offices are authorized to set up and maintain an Auto Registration Index in the manner described by the San Francisco Office provided those offices determine that the use of such an index will facilitate security investigations in their territories.

Such an index must be maintained in a current status and when data appearing in the index is determined to be no longer applicable to individuals identified, the cards should be destroyed. If it is determined, in the future, that this index no longer serves the purpose described by the San Francisco Office, it should be destroyed.

Office Memorandum • UNITED STATES GOVERNMENT

TO : THE DIRECTOR

DATE: July 10, 1953

FROM :

SUBJECT: SECURITY INDEX - Revised

To advise you of the total cards in the Security Index and of the total number approved by the Department to date.

The following is a report on the increase in the Security Index since the last count was furnished to you on June 12, 1953.

<u>Week of</u>	<u>New Cards Added</u>	<u>Cards Cancelled</u>	<u>Net Increase</u>
June 13-19	128	14	114
June 20-26	101	17	84
June 27 - July 3	83	34	49
July 4-10	118	16	102
Total	430	81	349

For your information during the preceding four-week period 684 cards were added and 134 cards were cancelled, a net increase of 550 cards.

The Security Index count as of today is 22,070.

To date the Department has specifically approved in writing the listing of 2,405 names in the Security Index. To date they have not disapproved the listing of any name.

ACTION:

This is for your information.

UNRECORDED
7-14-53

(each
authorized interview is an important investigative step in determin-
ing whether the subject should be retained or removed from the
Security Index or recommended for inclusion in it.)

(At such time as it is determined from statements furnished by a Security Index subject regarding his subversive activities and associations, considered along with other known information or factors, that the subject is no longer to be considered dangerous to the internal security at the time of an emergency you should recommend in the cover memorandum that the Security Index card be cancelled.)

July 14, 1953

AUTO REGISTRATION INDEX - General
SAN FRANCISCO OFFICE
SECURITY MATTER - C
Bufile

Synopsis:

The San Francisco Office requests authority to continue an Auto Registration Index for the purpose of identifying persons occupying automobiles involved in physical surveillances in security cases. State of California maintains data on automobile registrations in central file and no distribution is made throughout state. Maintenance of this index results in the saving of much time and effort in making proper identifications in security investigations in San Francisco. Security Section recommends authorization of this index in San Francisco and in Los Angeles and San Diego Offices if they desire its use. Letter to San Francisco, Los Angeles and San Diego attached subject to your approval and that of the Training and Inspection Division.

Recommendation:

It is recommended that the San Francisco Office be authorized to continue maintenance of its Auto Registration Index. They strongly recommend its use and point out that it will not involve a great deal of time and does facilitate the identification of individuals observed in connection with surveillances on security cases.

It is further recommended that such an index be authorized for the Los Angeles and San Diego Offices if they desire to use it inasmuch as they are confronted with the same problems as the San Francisco Office in the State of California.

7-14-53

If you agree, this matter should be referred to the Training and Inspection Division for concurrence. In the event this index is approved, there is attached herewith a letter to San Francisco, with copies to Los Angeles and San Diego, authorizing an Auto Registration Index for those offices.

Details:

The San Francisco Office has requested Bureau authorization for the continuance of an Auto Registration Index which has been set up in that office for the purpose of assisting in identifying persons occupying automobiles involved in physical surveillances in the security field and who are identified as being involved in security investigations. San Francisco advised that at the present time they have an index consisting of approximately 500 license numbers for the State of California which pertain to security subjects in San Francisco. They point out that in security investigations, experience has shown that the same automobiles are observed continually in numerous physical surveillances in security cases. Consequently, the automobile registration data is repeatedly required to identify subjects involved. This data is often needed quickly and unless it is readily available its value in conducting physical surveillances is seriously impaired. They state that the maintenance of this index results in the saving of much time and effort in making proper identifications.

In response to San Francisco's initial letter requesting Bureau approval for continuance of this index, we asked them to advise if auto registrations can be obtained from state authorities and whether, in the State of California, automobile license numbers are transferred with an automobile to a new owner when ownership is changed. They were also requested to advise of the approximate size to which this index can be expected to expand and the number of years which California license numbers will remain unchanged.

7-14-53

San Francisco has advised that under the license system employed in California, it is not possible to obtain identifying data on automobile registration from state authorities. They are filed in a central file at Sacramento and no distribution is made throughout the state. Automobile license numbers are transferred with the automobile to a new owner when ownership is changed. The present license plates which were produced in 1952 will be utilized for a 5 year period. San Francisco does not expect such an index to exceed 2,000 license numbers in their division. They have pointed out that the clerical time needed to maintain this index is negligible and that during a 5 week test period only 2 hours clerical time was consumed in maintaining the index.

The index is maintained through the use of 3 by 5 cards. When an Agent identifies an automobile in connection with security work, the registration data is turned in by him to a clerical employee who prepares a general index card and 2 other cards for the auto index by name of the owner and by license number. These are filed in the Auto Registration Index and provide a ready reference for Agents desiring such data at a subsequent date.

(o) SECURITY INDEX - PREPARATION OF SUMMARY REPORTS -- By SAC Letter Number 25 (H) dated September 3, 1952, the Bureau discontinued the summary report project in all offices to enable you to concentrate on reducing the backlog and delinquency in the security field. By SAC Letter Number 111 (B) dated October 21, 1952, you were instructed to reinstitute the project in your office if personnel was available. By SAC Letter Number 6 (H) dated January 13, 1953, you were instructed that the moratorium was to remain in effect in your office if personnel was not yet available to the project until further instructions were received from the Bureau.

Effective immediately all offices, with the exception of the New York Office and those who have completed the submission of initial summary reports on Security Index cases, are to resume the preparation of summary reports in accordance with the schedule of each office which was set up prior to the declaration of the moratorium. All such offices are to comply with the instructions which were in effect prior to the moratorium.

The quarterly status letter which was due from your office on July 1, 1953, should be submitted promptly if this has not already been done. You will continue to submit quarterly status letters advising of your progress in the project. The Bureau will closely follow your progress in this matter and where it does not appear that you are placing sufficient emphasis on the summary report project you will be required to explain the reasons therefor.

When you have completed the submission of the initial summaries on all of your Security Index subjects you need not continue to submit the quarterly status letters after you have advised the Bureau thereof. Each office completing this phase of the project should, however, comply with existing instructions regarding the submission of annual supplemental reports on Security Index subjects.

It is not desired that cases opened solely for the preparation of summary reports become delinquent. You are to open cases for the preparation of summary reports only at the pace at which you can submit the reports within 45 days from the opening date. This should not be construed by you as deemphasizing the importance of this project. To the contrary your attention is called to previous observations which were set forth in No Number SAC Letter I dated March 14, 1952. It was pointed out therein that it is realized that the preparation of summary reports on Security Index subjects is a

7/14/53
SAC LETTER NO. 53-48

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

DATE: July 17, 1953

TO :

FROM :

SUBJECT:

SECURITY INDEX - *Hammill*

During the past week 62 new cards were added to the Security Index and 14 cards were cancelled, a net increase of 48 cards.

The Security Index count as of today is 22,118.

ACTION:

This is for your information.

Office Memorandum • UNITED STATES GOVERNMENT

DATE: July 2, 1953

TO :

FROM :

SUBJECT: INTERVIEWS WITH SUBJECTS OF SECURITY INVESTIGATIONS

There is attached a proposed SAC Letter regarding interviews with the subjects of security investigations except those considered under the Toplev Program.

The SAC Letter instructs the field as follows: (1) To thoroughly prepare for and conduct interviews in a searching manner when a subject indicates a willingness to talk, but not to be misled by a subject who does not admit the subversive activities known to the interviewing Agents. (2) Submit the results of all interviews in report form. At this time reports are prepared on interviews only when the subject is on the Security Index or dissemination appears necessary. The report is to contain an admission or denial on all pertinent subversive matters known. A cover memorandum will contain all administrative details or opinions. (3) Reports reflecting the result of interviews will be disseminated to interested outside agencies except where the interviewing Agents determine the subject has potentials of being developed as a security informant; and such dissemination will jeopardize the informant program.

ACTION:

The proposed SAC Letter is attached. There is also attached proposed revisions necessary in Section 87C of the Manual of Instructions.

In the event the proposed SAC Letter and Manual changes are approved it is requested that the Training and Inspection Division furnish 30 copies to the Internal Security Section for use of the Security Index Supervisors.

Office Memorandum • UNITED STATES GOVERNMENT

DATE: July 15, 1953

TO :

FROM :

SUBJECT: SECURITY INDEX

[, Department attorney in charge of the attorneys reviewing the Security Index cases, furnished an up-to-date list of Department attorneys and clerical employees engaged in the reviews as outlined in my memorandum to you dated June 24, 1953.]

Complete file reviews and memoranda have been prepared previously on all of the individuals except

[Attached is a memorandum on each of the five individuals named. Each individual has been the subject of an applicant-type investigation by the Bureau. A check of the Bureau files fail to reflect any derogatory information regarding the employees themselves.]

ACTION:

This is for your information. I will continue to follow the Department to obtain the names of additional attorneys or clerks assigned to this project.

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

DATE: 7/22/53

k TO :

FROM :

SUBJECT: ⁶ SECURITY INDEX CARD STATISTICS

There are attached two copies of a table showing by Field Office the total number of Security Index cards in our files. This table indicates the nationalistic tendency, the dangerousness classification, sex, race, citizenship status, and others on one of the "special lists." A key to the abbreviations is also included.

These statistics are based on Statistical Section Records as of June 15, 1953.

Attachments



KEY TO ABBREVIATIONS USED IN SECURITY INDEX

- AL Alien
- CS Comsab
- DC Detcom
- KF Key Figure
- NA Naturalized
- NB Native Born
- TF Top Functionary

- AEP Atomic Energy Program employees
- BUL Bulgarian
- COM Communist Party, USA
- CZE Czechoslovakian
- ESP Espionage subjects
- FGE Foreign Government employees
- GOV United States Government employees
- HUN Hungarian
- ILL Independent Labor League
- ISL Independent Socialist League
- NPR Nationalist Party of Puerto Rico
- PPA Proletarian Party of America
- PRO Prominent Person
- RUM Rumanian
- RUS Russian
- RWL Revolutionary Workers' League
- SWP Socialist Workers' Party
- ULP United Labor Party
- UNE United Nations employees
- YUG Yugoslavian

ENC 1



Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: July 14, 1953

FROM :

SUBJECT: DELINQUENCY IN SECURITY INVESTIGATIONS

SYNOPSIS:

Each month we follow the field closely on the status of security work by analyzing the backlog of pending cases and delinquency in Espionage, Internal Security, Security Matter and foreign intelligence cases in classifications 65, 100 and 105. Status of these cases as of June 30, 1953, is set forth herein.

Number of pending active matters in the entire field reduced from 21,740 to 20,970. The delinquent matters in the entire field decreased from 9,730 to 9,553, increasing the delinquency from 44.8% to 45.6%. Letters sent to 21 offices instructing them to reduce their backlog and delinquency.

New York reduced its pending active matters in the three classifications from 6,566 to 6,395 and the number delinquent from 4,557 to 4,449, an increase from approximately 69% to approximately 70%. New York accounts for approximately 30% of the pending active matters and 47% of the delinquency in these classifications in the entire field. New York reduced the number of pending active matters in the 100 classification from 5,652 to 5,530. The number delinquent was reduced from 4,214 to 4,096 or from approximately 75% to 74%.

ACTION:

We will continue to closely follow the field in this matter. You will be advised of the results of the review of the July administrative reports.

RECORDED-48

EX-111

Bufile [REDACTED]

JUL 20 1953

5-2112

DETAILS:

As you know, since December 1951 we have been closely following, on a monthly basis, the twelve field offices having a large proportion of our pending security work and since March 1952 all offices. We have written letters to the twelve offices and to other offices where progress in reducing the backlog of work and delinquency has not been satisfactory.

The June administrative reports from all offices reflect that the total pending active matters in the 65, 100 and 105 classifications decreased during the month from 21,740 to 20,870. The number of delinquent matters decreased from 9,759 to 9,558, an increase from 44.5% to 45.6%. Twenty-nine offices reduced their total number of pending active matters and twenty-seven offices reduced their delinquency in these classifications. Letters were sent to 21 offices directing them to further reduce their backlog and delinquency in these matters.

The New York Office has approximately 30% of the pending active matters in the 65, 100 and 105 classifications in the entire field. That office has approximately 47% of the number of delinquent matters in these classifications in the entire field. The average delinquency of all other offices combined increased during the month from approximately 54% to approximately 55%. New York's delinquency increased from 69% to 70%.

The bulk of New York's backlog and delinquency is in the 100 classification. During June the number of pending active matters in the 100 classification in the New York Office was reduced from 5,652 to 5,530. The number of such matters which were delinquent was reduced from 4,214 to 4,096. The delinquency decreased slightly from 75% to 74%.

1504

Under date of May 8, 1953, New York advised that as of May 1, 1953, 29 Agents were transferred from the Security Matter Section to the Loyalty Section to work United Nations - Loyalty cases. Subsequently they advised by individual memoranda that the Security Matter cases to which these Agents had been assigned would be reassigned. By letter of June 2, 1953, the status of 100 classification matters in the New York Office compared to the status of their other investigations was brought to the attention of the SAC. The serious situation which faces New York because of their high backlog and delinquency in the 100 classification was pointed out to the SAC. He was informed that the procedure of transferring Agents from security cases to other types of investigations could no longer be condoned by the Bureau and that henceforth when New York has promised action in a security case by a specified date in response to an inquiry by the Bureau and such action is not taken by the time promised, a letter of explanation will be requested. He was instructed to make sufficient personnel from within the office available to this phase of his investigative activities to effect an immediate drastic reduction in his backlog and delinquency and to place his office in a position to resume preparation of summary reports at the earliest possible date. New York has been requested to advise of the action taken to date to comply with the Bureau's instructions of June 2, 1953.

The following statistics reflect the status of pending work including both pending active and pending inactive matters and delinquency for all field divisions as of December 31, 1951, and the progress for the last four months:

TOTAL PENDING MATTERS CLASSIFICATIONS 65, 100 and 105 ALL FIELD DIVISIONS					
<u>Classification</u>	<u>12-31-51</u>	<u>3-31-53</u>	<u>4-30-53</u>	<u>5-31-53</u>	<u>6-30-53</u>
65	1,314	1,107	1,148	1,237	1,134
100	32,812	23,841	23,096	22,682	22,084
105	2,895	2,269	2,180	2,225	2,071
Total	37,021	27,217	26,424	26,144	25,289

TOTAL DELINQUENT MATTERS
CLASSIFICATIONS 65, 100 and 105
ALL FIELD DIVISIONS

<u>Classification</u>	<u>12-31-51</u>	<u>3-31-53</u>	<u>4-30-53</u>	<u>5-31-53</u>	<u>6-30-53</u>
65	525	256	167	272	270
100	22,518	9,927	8,317	8,817	8,667
105	1,719	707	616	641	621
Total	24,762	10,890	9,120	9,730	9,558

The following statistics reflect the total of pending active matters, delinquency and percentage of delinquency of all offices since December 31, 1952:

CLASSIFICATIONS 65, 100 and 105
ALL FIELD DIVISIONS

<u>Date</u>	<u>Pending Active Matters</u>	<u>Delinquent Matters</u>	<u>Percentage Delinquent</u>
12-31-52	24,770	12,267	49.5%
1-31-53	24,098	11,772	48.8%
2-28-53	22,935	11,233	46.9%
3-31-53	23,033	10,890	47.3%
4-30-53	22,100	9,120	41.3%
5-31-53	21,740	9,730	44.8%
6-30-53	20,970	9,558	45.6%

Status of Security Work in Twelve of the Larger Offices

The following statistics reflect the progress of the twelve larger offices we have been closely following since December 1951. These offices have approximately 79% of the total Security Index cards and a high percentage of the pending work and

delinquency in classifications 65, 100 and 105.

STATISTICS FOR TWELVE OFFICES
SECURITY INDEX COUNT AND FOR
65, 100 and 105 MATTERS

Office	Security Index Cards 6-15-53	Pending Active Matters		Percentage Delinquent	
		5-31-53	6-30-53	5-31-53	6-30-53
New York	4,414	6,566	6,395	69%	70%
Los Angeles	3,524	1,415	1,431	34%	24%
San Francisco	2,061	1,246	1,254	31%	38%
Detroit	1,358	839	756	42%	47%
Chicago	1,296	1,217	1,217	34%	37%
Philadelphia	1,015	1,037	1,016	47%	67%
Newark	686	1,010	931	35%	47%
Cleveland	671	423	382	35%	34%
Seattle	664	261	265	27%	29%
Boston	544	664	640	29%	31%
Minneapolis	503	805	706	57%	42%
New Haven	481	360	366	31%	34%
Total	17,217	15,843	15,359		

The over-all statistics for the eleven offices other than the New York Office since March 31, 1952, are as follows:

<u>Date</u>	<u>Pending Active Matters (65-100-105)</u>	<u>Delinquent Matters (65-100-105)</u>	<u>Percentage Delinquent (65-100-105)</u>
3-31-52	15,144	10,347	68.3%
4-30-52	14,978	9,628	64.3%
5-31-52	14,246	9,008	63.2%
6-30-52	14,157	9,103	64.3%
7-31-52	13,117	7,965	60.7%
8-31-52	12,611	7,589	60.2%
9-30-52	11,367	5,732	50.4%
10-31-52	11,286	4,957	43.9%
11-30-52	11,148	4,844	43.5%
12-31-52	10,937	4,578	41.9%
1-31-53	10,730	4,696	43.8%
2-28-53	10,721	4,358	40.6%
3-31-53	10,069	4,019	39.9%
4-30-53	9,411	2,887	30.7%
5-31-53	9,277	3,447	37.2%
6-30-53	8,964	3,532	39.4%

During June, seven of the twelve offices reduced the total number of pending active matters in the three classifications and only four reduced the delinquency in the total matters in those classifications.

In regard to the New York Office you will note it has the highest number of the pending active matters and the highest percentage of delinquency of the twelve offices listed. During June the New York Office reduced the number of pending active matters in classifications 65, 100 and 105 by 171 from 6,566 to 6,395 matters and those delinquent by 108 from 4,557 to 4,449. New York's delinquency in the three classifications increased from approximately 69% to approximately 70%.

Status of Security Work in the Remaining Forty Offices

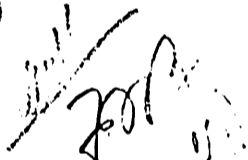
The remaining forty offices are listed according to the percentage of delinquency on June 30, 1953, in total matters in classifications 65, 100 and 105. These statistics reflect the progress during June 1953. It should be noted that many of the smaller offices have no pending matters in classifications 65 and 105 and their entire pending backlog is in classification 100 matters.

Office	Pending Active Matters		Percentage Delinquent	
	5-31-53	6-30-53	5-31-53	6-30-53
Portland	109	90	23%	30%
Anchorage	49	52	4%	44%
Little Rock	21	23	21%	52%
Cincinnati	293	263	42%	41%
Butte	62	54	44%	52%
Charlotte	73	50	10%	30%
Indianapolis	204	214	28%	31%
Savannah	32	33	34%	30%
Denver	156	164	26%	33%
Albuquerque	91	71	40%	34%
Atlanta	42	50	29%	34%
Buffalo	262	272	44%	34%
Milwaukee	252	262	31%	34%
Washington Field	1,075	1,005	29%	32%
San Antonio	66	63	24%	30%
Baltimore	437	388	32%	23%
Birmingham	41	45	22%	22%
Saint Louis	319	319	35%	28%
El Paso	38	46	16%	25%
Albany	237	223	32%	27%
San Juan	230	212	25%	26%
Omaha	67	72	45%	24%
Springfield	120	111	20%	26%
New Orleans	127	129	8%	21%
Oklahoma City	79	53	23%	21%
Honolulu	75	56	24%	20%
Dallas	73	66	21%	18%
Phoenix	93	94	23%	18%
Pittsburgh	361	328	30%	18%
Kansas City	104	95	31%	16%
San Diego	169	182	34%	15%
Salt Lake City	46	51	17%	14%
Houston	76	70	32%	13%
Louisville	47	43	13%	13%
Miami	160	141	24%	13%
Mobile	35	30	37%	13%
Norfolk	24	26	13%	13%
Richmond	59	51	32%	13%
Knoxville	32	34	16%	3%
Memphis	41	40	2%	3%
Total	5,897	5,611		

During June, twenty-two offices were able to reduce their pending active work load and twenty-three offices reduced their delinquency.

The following figures illustrate the progress of the forty offices as a whole since March 31, 1952, as reflected in the administrative reports:

<u>Date</u>	<u>Pending Active Matters (65-100-105)</u>	<u>Delinquent Matters (65-100-105)</u>	<u>Percentage Delinquent</u>
3-31-52	9,421	5,011	53.2%
4-30-52	9,138	4,355	47.7%
5-31-52	8,724	3,990	45.7%
6-30-52	8,417	3,842	45.6%
7-31-52	7,776	3,156	40.6%
8-31-52	6,928	3,054	44.0%
9-30-52	6,198	2,109	34.0%
10-31-52	6,126	1,279	20.8%
11-30-52	6,129	1,703	27.8%
12-31-52	6,228	1,691	27.2%
1-31-53	6,080	1,554	25.6%
2-28-53	6,103	1,515	24.8%
3-31-53	5,936	1,542	26.0%
4-30-53	5,864	1,414	24.1%
5-31-53	5,897	1,726	29.3%
6-30-53	5,611	1,577	28.1%

110


Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: July 15, 1953

FROM :

*Security Index*SUBJECT: FORMS FOR COMPUTING THE AMOUNT OF
INCOMING MAIL TO SUPERVISORS IN
THE INTERNAL SECURITY SECTION

Attached is a copy of a form to be used by Supervisors in the Internal Security Section and particularly the Security Index Unit to compute a weekly count of incoming mail. This form will be used as a work sheet in order that the amount of mail received by each Supervisor can be determined to see that there is an equitable distribution of the work.

In regard to the Security Index Unit, during a recent inspection the Inspector recommended that the volume of mail received by each Supervisor in that Unit be closely checked to be certain that there is an equitable distribution and to determine if the number of Supervisors assigned to the Security Index Unit is adequate.

ACTION:

It is requested that this form be approved in order that copies may be printed by the Mechanical Section for our use. This memorandum should be submitted to the Training and Inspection Division for their approval. After approval it should be routed to Room 1264 at which time the form will be furnished to the Mechanical Section.

5-75

SUPERVISOR _____

INCOMING MAIL COUNT

DATES _____ TO _____ Incl.

OFFICE (Breakdown by Office only on Security Index)	REPORTS	LETTERS	T O T A L	T MISCELLANECUS C NEWSPAPERS T PUBLICATIONS A MEMORANDA L TELETYPES	T O LOYALTY T CASES A REFERREL L	T O FORMS T FD-128 A FD-122 L	T C TOTAL T BY A OFFICE L
--	---------	---------	-----------------------	--	---	--	--

5051

520

DO NOT COUNT 0-1 FORMS; SAC LETTERS; BUREAU BULLETINS OR MEMORANDA TO ALL SUPERVISORS. COUNT EACH ITEM ONLY ONE TIME, WHEN FIRST RECEIVED. TO BE SUBMITTED EACH MONDAY MORNING INCLUDING ALL ITEMS RECEIVED DURING PRECEDING WEEK.

TOTAL ALL ITEMS : _____

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

DATE: July 24, 1953

TO :

FROM :

SUBJECT:

SECURITY INDEX

11

During the past week 68 new cards were added to the Security Index and 24 cards were cancelled, a net increase of 44 cards.

The Security Index count as of today is 22,162.

ACTION:

This is for your information.



Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: June 30, 1953

FROM :

SUBJECT: SECURITY INDEX -
PREPARATION OF SUMMARY REPORTSSYNOPSIS:

The Executives' Conference on January 6, 1953, unanimously voted that the summary report project for Security Index subjects not be reinstated in all offices but that they should continue to work on summary reports as they are able. This matter was set up to be reconsidered by the Executives' Conference on July 1, 1953. During the first three months of 1953 the field submitted 1,453 summary reports. As of January 1, 1953, the project was 24.9% complete and as of April 1, 1953, it was 34% complete. The eleven larger offices other than New York reduced the number of pending active matters in the and classifications by 1,660 during the period between January 1, 1953 and June 1, 1953. The number delinquent decreased by 1,131 or from 41.9% to 37.2%. The forty smaller offices decreased the pending active matters in these classifications by 381 with delinquency increasing from 27.2% to 29.3%. New York Office has submitted only 6% of their scheduled summary reports. Backlog and delinquency in security investigations in New York remains critical with 6,566 pending active matters as of June 1, 1953, 69% of which were delinquent. This matter should be taken before the Executives' Conference with the recommendation that the summary report project be reinstated in all offices except New York.

RECOMMENDATION:

This matter should be presented to the Executives' Conference for their consideration at this time.

It is recommended that the moratorium be lifted for all offices except the New York Office and that instructions be forwarded to the offices asking them to resume preparation of summary reports in accordance with their schedules which have previously been set up.

The progress of the New York Office in reducing their backlog and delinquency will continue to be closely followed in the Internal Security Section. The summary report project will be reinstated in New York as soon as their backlog and delinquency are reduced to a point where it appears to be a logical step to be taken.

If the above is approved by the Executives' Conference a letter will go forth to all SACs except the New York Office containing the instructions for reinstatement of the project.

DETAILS:

The moratorium on the summary report project

was placed in effect on September 3, 1952. On October 14, 1952, the field was instructed that those offices having personnel available to the project should reinstitute it. The Executives' Conference on January 6, 1953, was of the unanimous opinion that the project should not be reinstated in all offices at that time but that they should continue to work on the summary reports as manpower becomes available in each office and the matter was scheduled for reconsideration by the Executives' Conference on July 1, 1953.

Status of Project

As of January 1, 1953, the field had 15,167 summaries scheduled in Non-Key Figure and Non-Key Facility Security Index cases of which 3,769 or 24.9% had been submitted. By April 1, 1953, the field advised in the required quarterly status letters that they had 15,328 such summaries scheduled of which 5,222 or 34% had been submitted. During the period 1,453 summaries had been prepared.

As of January 1, 1953, nine of the smaller offices had completed the project. As of April 1, 1953, an additional six offices had completed the project.

Status of Backlog and Delinquency of Security Cases

During the period from January 1, 1953, to June 1, 1953, the number of pending active matters in the 65, 100 and 105 classifications in the eleven larger offices, other than New York, decreased by 1,660 or from 10,937 to 9,277. The number delinquent decreased by 1,131 from 4,578 to 3,447 or from 41.9% to 37.2%. During this period the forty smaller offices reduced the number of pending active matters in these classifications by 331 from 6,228 to 5,897. The number delinquent increased by 37 from 1,691 to 1,728 or from 27.2% to 29.3%.

Status of the New York Office

The New York Office has made no progress in the summary report project during the moratorium. As of April 1, 1953, New York had 2,934 summaries scheduled of which only 177 or 6% had been submitted.

The backlog and delinquency in security investigations in New York remain in a critical condition. As of January 1, 1953, New York had 7,605 pending active matters in the 65, 100 and 105 classifications. These were reduced by 1,039 to 6,566 by June 1, 1953. The number delinquent declined by 1,441 from 5,998 to 4,557 or from 79% to 69% during the five-month period.

At the present rate of progress of 9% increased completion for each quarter the summary report project will take from two to three years for completion unless sufficient emphasis is placed on the project at this time. Under the present procedure it will continue to lag and will constitute a large portion of the backlog of the Bureau's work in the security field.

Because of the critical condition of security work in the New York Office it would not be practical to divert Agent manpower to the summary report project from their pending backlog of security cases at this time.



Office Memorandum • UNITED STATES GOVERNMENT

DATE: July 1, 1953

TO :

FROM : THE EXECUTIVES' CONFERENCE

SUBJECT: SECURITY INDEX - General
PREPARATION OF SUMMARY REPORTS

The Executives' Conference of July 1, 1953, consisting of Messrs.

, discussed the proposal that the moratorium on the project of submitting summary reports on Security Index subjects be lifted at this time.

You will recall that on September 3, 1952, this moratorium was declared on the summary report project to be reinstated in all offices on January 1, 1953. On January 6, 1953, the Executives' Conference recommended that the moratorium continue in effect but that offices prepare summary reports as they are able and that the matter be reconsidered on July 1, 1953.

As of January 1, 1953, the project was 24.9% completed and as of April 1, 1953, it was 34% completed. Only 15 of the smaller offices have completed submission of all summaries scheduled. Offices other than New York had completed, as of April 1, 1953, 40% of their 12,394 scheduled summaries. New York has completed only 6% of 2,934 of its scheduled summary reports. At the present rate of progress of only 9% increased completion of the project for each quarter it will take from two to three years for completion. The 11 larger offices other than New York reduced the number of pending active matters in the Espionage, Internal Security, Security Matter and foreign intelligence classifications by 1,860 between January 1, 1953, and June 1, 1953. The number delinquent decreased by 1,131 or from 41.9% to 37.2%. The forty smaller offices decreased the pending active matters in these categories by 331 with an increase in delinquency from 27.2% to 29.3%. The backlog and delinquency in security investigations in the New York Office remains critical with 6,566 pending active matters as of June 1, 1953, 69% of which were delinquent.

Executives' Conference Recommendation:

The Executives' Conference was of the unanimous opinion that the summary report project should be reinstated at this time

in all offices except New York which should reinstitute the project as soon as their backlog and delinquency are reduced to a point where it appears to be a logical step. It was observed that the Department is reviewing Security Index cases at this time. This review will be facilitated by the submission of current summary reports through the reinstitution of the project.

If you approve, there is attached hereto a proposed SAC Letter instructing all offices except New York to reinstitute the project and to complete the initial reports within one year.

Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: July 7, 1953

FROM :

SUBJECT: SUGGESTION #293-53
FORM FOR PREPARATION OF COMMUNIST INDEX CARDS

The attached Suggestion has been referred to us for our comments by Mr. Mason. This proposal involves the approval of a suggested form to be utilized by Agents in the field when recommending the preparation of Communist Index cards on individuals which are to be filed in the Communist Index within each field office. It is suggested that when an individual Agent has identified an individual as being one upon whom a Communist Index card should be prepared the suggested form can be utilized by the Agent and furnished to the designated employee in the field office who will prepare the Communist Index card and the form will then be destroyed.

RECOMMENDATION:

It is recommended by the Internal Security Section that this form be adopted inasmuch as it will facilitate the preparation of Communist Index cards in the field and will standardize the form in which Agents will submit the required data from Communist Index cards. If you agree, this memorandum and the attached Suggestion should be referred to the Training and Inspection Division for further action.

UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

EMPLOYEE SUGGESTION

Date June 26, 1953

To: Director, FBI

From: _____

Field Office or Division New Orleans

SUGGESTION: That a form similar to the one attached be utilized in the preparation of Communist Index cards throughout the field. It will be submitted by the individual agent to whom a case is assigned as soon as it becomes apparent from investigation that the subject qualifies for inclusion in the Communist Index. From the data on the form, a designated employee in the Chief Clerk's Office will prepare a Communist Index card and the form may then be destroyed.

Its advantages are: All Communist Index cards will be prepared by one employee, insuring a high degree of uniformity. Agents can submit Communist Index nominees promptly and on a current basis without involving a stenographer. It insures that the clerical employee who prepares the cards receives the full and complete information necessary for their proper preparation.

It should save at least \$ Unknown annually.

The use by the United States of my suggestion shall not form the basis of a further claim of any nature by me, my heirs, or assigns upon the United States.

(Signature of Suggestor)

Comments and recommendation of Supervisor, SAC, or Assistant Director:

I recommend the suggestion be adopted.

ENC 1

INFORMATION FOR COMMUNIST INDEX CARD

1. Name and aliases;
2. File number (field office):
3. Position in Party:
4. Place of residence:
5. Place of employment:
6. Citizenship:
7. Source and date information received:
8. General statement re dangerousness, potential or actual:

(This form must be submitted on those persons who may be described as Communists in the broad sense of the word. It will include those persons who have been affiliated with the Communist Party or similar ideological groups and as such have (1) been present or past subjects of security index cards, (2) been reported past or present members or (3) through their activities and expressed sympathies strongly indicated affiliation with or agreement with such ideologies.)

ENC 2

Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: 7/16/53

FROM :

SUBJECT:

SUGGESTION #293-53
SUGGESTED FORM FOR PREPARATION OF
COMMUNIST INDEX CARDS

C. J. ...

of the New Orleans Division suggested the use of a form for the preparation of Communist Index cards throughout the Field. The form, prepared by the Agent to whom the case is assigned, would set forth the required data for the Communist Index card. A designated employee in the Chief Clerk's Office would then prepare the card from the form which would then be destroyed. stated the use of the form would insure a high degree of uniformity and that the clerk who prepares the card would receive full and complete information in addition to facilitating the preparation of the cards on a current basis without using a stenographer.

VIEWS OF WASHINGTON FIELD OFFICE

The Washington Field Office uses a blank index card containing the same printed headings as the suggested form. The Agent either fills out the card himself or dictates it to a stenographer with his other work. The Washington Field Office system is superior to the suggested form in that it eliminates the additional step of preparing the form and transferring the information therefrom to the card.

VIEWS OF DOMESTIC INTELLIGENCE DIVISION

The Domestic Intelligence Division expressed the opinion the proposed form would facilitate the preparation of Communist Index cards in the Field and would standardize the form in which Agents will submit the required data for Communist Index cards.

COMMENTS OF INSPECTOR

stated the proposed form would serve no useful purpose; that Section 87, Page 28 B of the Manual of Instructions already sets forth that the Communist Index card must contain the same information as proposed for the suggested form thus assuring uniformity and that it is a simple matter for the Agent to either make out the card himself or dictate it to a stenographer.

ADVANTAGES OF PROPOSED FORM

None.

DISADVANTAGES

1. Would require the preparation and stocking of an additional field form.
2. Requires an additional step in the preparation of the Communist Index card in that the information on the forms must be transferred to the card thus consuming unproductive clerical time.
3. Section 87, Page 28 B of the Manual of Instruction already provides for the uniform listing of information on the Communist Index card.

RECOMMENDATION

It is recommended the proposed form not be adopted.

EXECUTIVES CONFERENCE ACTION

The Executives Conference of July 22 recommended unanimously unfavorably as to the creation of the proposed form. Present at the Conference were

DETAILS:

[redacted] of the New Orleans Division submitted a suggestion to the effect that a form with headings (1. name and aliases, 2. file number, 3. position in party, 4. place of residence, 5. place of employment, 6. citizenship, 7. source and date information received, 8. general statement re dangerousness, potential or actual) should be used in the preparation of Communist Index cards throughout the field; that the form would be submitted by the individual Agent to whom the case is assigned as soon as it becomes apparent from investigation that the subject qualifies for inclusion in the Communist Index and that a designated employee in the Chief Clerk's Office will then prepare a Communist Index card from the form which will thereafter be destroyed.

[redacted] stated the proposed form would be advantageous in that all Communist Index cards would be prepared by one employee thus insuring a high degree of uniformity and that the clerk who prepares the cards would receive full and complete information in addition to facilitating the preparation of the cards on a current basis without using a stenographer.

[redacted], Supervisor, Security Squad, Washington Field Office, advised that Washington Field Office uses a blank index card containing the same printed headings as the suggested form. The Agent either fills out the card himself or dictates it to a stenographer with his other work. [redacted] stated the Washington Field Office system is superior to the proposed form in that it eliminates the additional step of preparing the form and transferring the information therefrom to the card. [redacted] further advised the Washington Field Office had used a form similar to that now suggested some time ago.

By memorandum dated July 7, 1953, from [redacted] to [redacted] the Domestic Intelligence Division expressed the opinion the proposed form would facilitate the preparation of Communist Index cards in the field and would standardize the form in which Agents would submit the required data for Communist Index cards.

Inspector [REDACTED] stated the proposed form would serve no useful purpose; that Section 87, Page 28 B of the Manual of Instructions already sets forth that the Communist Index card must contain the same information as proposed for the suggested form thus assuring uniformity and that it is a simple matter for the Agent to either make out the card himself or dictate it to a stenographer.

1511

List

July 22, 1953

SAC, Omaha

Director, FBI

PERSONAL AND CONFIDENTIAL
REGISTERED MAIL
AIR MAIL SPECIAL DELIVERY
RETURN RECEIPT REQUESTED

SECURITY INDEX - *CHATT*

ReBulet dated December 29, 1950.

There is enclosed herewith a sealed package containing a new Security Index list of all subjects maintained in the general and Special Sections of the Security Index.

This package should be maintained in your office safe in accordance with instructions in referenced memorandum. This new list replaces the list in your possession. It is your personal responsibility to see that the old list is destroyed by burning.

The Bureau should be advised of your receipt of the attached list and the destruction of the old list.

Enclosure
10/1/53

JUL 22 3 22 PM '53
RECEIVED AT FBI ROOM
FBI

RECORDED-20

JUL 27 1953
130

EX-11
MAILED 7
JUL 23 1953
COMM-FBI

53 AUG 5 1953



1512
changed to
12-31

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

DATE: July 28, 1953

TO : Director, FBI

FROM : SAC, Dallas ()

SUBJECT: SECURITY INDEX
PREPARATION OF SUMMARY REPORTS

Re SAC letter 53-48 dated 7/14/53.

A quarterly status letter will not be submitted by this office inasmuch as all initial summaries of security index subjects and all supplemental summaries have been submitted by this office.



STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: July 31, 1953

FROM :

SUBJECT: SECURITY INDEX - General

During the past week 28 new cards were added to the Security Index and 17 cards were cancelled, a net increase of 11 cards.

The Security Index count as of today is 22,173.

ACTION:

This is for your information.



STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: August 7, 1953

FROM :

SUBJECT: SECURITY INDEX - *Continued*

W

During the past week 112 new cards were added to the Security Index and 10 cards were cancelled, a net increase of 102 cards.

Z

The Security Index count as of today is 22,275.

ACTION

This is for your information.

UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

EMPLOYEE SUGGESTION

Date July 28, 1953

To: SAC, SPRINGFIELD

From: _____

Field Office or Division SPRINGFIELD

SUGGESTION: *COMMUNIST INDEX CARD*

That when a Security Index subject or individual upon whom a Communist Index card is maintained transfers from one field division to another and such transfer is verified, the information appearing on the Communist Index card be forwarded to the office covering the individual's new place of residence.

Its Advantages are:

That the new office covering the individual's residence will be saved the time consumed by an agent in obtaining the detailed information necessary for inclusion on the new Communist Index card.

It should save at least \$ _____ annually.

The use by the United States of my suggestion shall not form the basis of a further claim of any nature by me, my heirs, or assigns upon the United States.

Comments and recommendation of Supervisor, SAC, or Assistant Director:

I believe this a good suggestion saving agent time in the new office of residence and recommend it be given consideration.

/



August 6, 1953

SECURITY-ESPIONAGE CONFERENCE
JULY 20 and 21, 1953SYNOPSIS:

The Security-Espionage Conference of July 20 and 21, 1953, made observations and recommendations concerning the conduct of interviews of subjects of security investigations, streamlining summary reports on security index subjects and the matter of preparing written instructions for police officers who will conduct apprehensions under the Emergency Detention Program. These matters have been considered in the Domestic Intelligence Division with the following results:

(1) While our instructions to the field regarding the conduct of interviews of subjects of security investigations are complete, a brief SAC letter is attached calling the field's attention to the possibilities of pitfalls to be encountered in interviews and reiterating the advisability of obtaining signed statements when, in the opinion of the Agents, such statements can be obtained without alienating individuals who are otherwise cooperative with us.

(2) Proposals at the conference regarding the elimination of requirements for documentation of all information included in summary reports on Key Figures and other old-time Communists and the elimination of the requirement for documentation of information appearing in informant's files will serve only to reduce the effectiveness of our summary reports which under current instructions are being completely documented. The Domestic Intelligence Division recommends that we continue to require complete documentation of summary reports.

(3) The recommendation that the Bureau reconsider the advisability of preparing written instructions for the use of police officers expected to effect apprehensions under the Emergency Detention Program is supported by the Domestic Intelligence Division and there is enclosed a letter to all SAC's advising them that it is permissible to prepare such written instructions.

ACTION:

(1) There is attached hereto for your approval a proposed SAC Letter regarding interviews of subjects of security investigations.

(2) If you approve, we will continue our requirements for complete documentation of summary reports and no instructions to the contrary are being issued to the field.

(3) There is attached hereto for your approval a letter to all SAC's authorizing them to prepare written instructions for police officers concerning the conduct of apprehensions to be made by them.

EXECUTIVES' CONFERENCE
RECOMMENDATION:

August 10, 1953

The Executives' Conference, consisting of Messrs.

on August 10, 1953, unanimously recommended that the action indicated above be followed and that the SAC Letters be sent.

AHB:tlc

RE: HLE:

At the Security-Intelligence Conference held July 10 and 21, 1953, certain observations and recommendations are made concerning the conduct of interviews of subjects of

security investigations, streamlining summary reports on Security Index subjects and the matter of preparing written instructions for police officers who will conduct interrogations under the Emergency Detention Program. In my memorandum to you of July 27, 1953, reporting the results of the conference, these items were covered and it was stated that they were under consideration in the Domestic Intelligence Division. Instant memorandum sets forth the recommendations of the Domestic Intelligence Division regarding each of these topics.

Interviews with Subjects of Security Investigations

The manner in which the Bureau can best avoid the pitfalls encountered when subjects, who have been interviewed, later testify before various Government committees to information which was not obtained from them during interviews by Bureau Agents was discussed at the conference. The conference considered the advisability of taking signed statements in all interviews of security subjects for the purpose of having the subject state that he had furnished us with all subversive information in his possession. The purpose being to assure that all subversive information is given to us.

The conference felt that there were many practical obstacles to this procedure such as: (1) alienation of individuals who could otherwise be cooperative because by insisting that they sign such statements we in fact to them a lack of trust and (2) subjects in possession of a large amount of information could not recall all information in their possession at the time of the interviews and by signing such statements would incriminate themselves if at a later date they recalled information not furnished by them to Bureau Agents. The conference recommended against such a procedure, however, the opinion was expressed at the conference that while the Manual of Instructions covers the necessity for complete and thorough interviews, this is subject matter which can be reiterated, and recapitulated in the letter at this time pointing out some of the pitfalls in incomplete interviews and suggestions as to how these pitfalls can be avoided.

It is the observation of the Domestic Intelligence Division that current instructions in the possession of the offices in the form of SAC letters and Section 877 of the Manual of Instructions are quite adequate to assure that interviews will bring the desired results if conducted in accordance with such instructions. Numerous SAC letters

8-6-53

have been submitted to the field on the manner of conducting interviews of subjects of security investigations. The last being SAC Letter Number 53-45 (H). That SAC Letter reiterated previous instructions calling the attention of Agents to the necessity for acquainting themselves not only with the known background and subversive activities of the subjects being interviewed but also with matters concerning which the subjects might logically have information. The matter of taking signed statements from individuals who prove cooperative into which information they furnish is incorporated has previously been made the subject of instruction to the field. Section 57C of the Manual of Instructions sets forth that information furnished by the subject being interviewed should be reduced to a signed statement if he or she is willing that this be done and it should be ascertained whether the subject is willing to testify to information furnished by him in any possible future federal proceedings.

It is not deemed advisable that it be made mandatory that signed statements be obtained from all subjects who are interviewed and who prove cooperative. The matter of obtaining signed statements must be left to the discretion of the interviewing Agents. The question of obtaining a signed statement will depend upon whether it can be obtained without alienating an otherwise cooperative subject.

There is attached hereto a proposed SAC Letter which calls the field's attention to existing instructions regarding the obtaining of signed statements from subjects who are interviewed.

Security Index - Preparation of Summary Reports

During discussion of the summary report project at the Security-Spyware Conference it was agreed that the Bureau should study the possibilities of (1) cutting down on the requirements for documentation of information set forth in summary reports by requiring documentation for only the past three years or other pertinent date in cases involving key figures and other old-time communists and (2) eliminate the requirement for the listing of the actual serial in an informant's file as part of the documentation to a summary report as relying on channeling memoranda for location of the evidence being reported against a subject in a summary report.

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The matter of documentation in summary reports has been the subject of considerable discussion and instruction to the field. The requirement for identifying the location of evidence and information within the summary reports was prompted by the fact that if it becomes necessary to apprehend subjects included in the Security Index and to furnish information and evidence to U. S. Attorneys for the conduct of hearings against these individuals, we will necessarily have to be able to put our hands on such evidence and information in the least possible time. Prior to the institution of the summary report project and prior to the current instructions regarding documentation we had no established system of bringing together in one document the information necessary to locate the actual evidence scattered throughout the files of an office against one individual. If our requirements for documentation are relaxed at this time in any Security Index case wherein a summary report is being prepared we are definitely creating a hazard of overlooking leads or noting in the preparation of summary reports.

The fact that Key Figures and old-time active Communists are those on which we have an abundance of subversive information should not prompt us to cut down on our requirements for summary reports suggested in their cases merely to streamline the process of preparing their summary reports. In so doing we would in effect be selecting information which we would consider should be presented to U. S. Attorneys by the Bureau for consideration as to whether the subjects should be retained in permanent detention during an emergency. Subversive information received by the Bureau ten or twelve years ago would in most instances have just as much effect in obtaining permanent retention of a subject as would subversive information received in the past three years. By eliminating such information from summary reports we would in effect be judging the case which should be a function of the appropriate representative of the Department rather than the Bureau. It is our judgment to advise, through investigation, all subversive information against these individuals and any judgment which may be based upon them by the Attorney General or any other government representative or court of law should be based upon all evidence available rather than on that selected by us merely because we feel that we have a good case against the subject.

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Therefore, it is the recommendation of the Domestic Intelligence Division that the documentation in summary reports of key figures and other full-time communists not be restricted to the last three years and that summary reports continue to contain the pertinent information regarding all known subversive activities of the subjects of the reports.

The second phase of the above observations having to do with the elimination of the listing in a summary report of the serial serial where the information can be found in an informant's file would not be satisfactory from our viewpoint. Under present instructions the field, in documenting information appearing in summary reports is to designate in the administrative portion the actual location of the evidence or information in the office files. Under current instructions that location is reflected on the channelizing memoranda which appear in the case file of each subject and it is only necessary to place that information in the report without extensive file review. In earlier years prior to our current channelizing procedure this data did not appear in the case files of subjects and in order to obtain such evidence or information for submission to a U. S. Attorney at the time of hearings it would be necessary to conduct extensive file reviews at a time when we would be in an emergency and would not be able to devote the time necessary to such a project. By requiring the field to obtain this documentation at this time and to list it in the summary reports now being prepared we are streamlining our procedure in the event of an emergency. The Home Office Intelligence Division believes that we should proceed under our current instructions with regard to requiring the field to obtain this documentation.

Emergency Retention Program

By letter dated June 23, 1953, the Bureau instructed all offices that no written instructions should be prepared for dissemination to police officers who will make apprehensions under the Emergency Retention Program. However, oral instructions which will be necessary for police officers who participate in the apprehensions should be given orally

at the time their assignments are made to them by Bureau Agents. These instructions were issued because it was felt that written instructions concerning the conduct of apprehensions should not be distributed to police officers because of the hazard of their exposure to the public and to the press. It was also felt that any such instructions could be given orally in a very brief time by Bureau Agents.

Those present at the conference were of the definite opinion that under conditions expected to exist when this program is put into effect it will not be possible to issue instructions to police officers orally which will serve the purpose. It was their feeling that unless definite instructions are issued the appropriate filling out of forms, service of the warrants, handling of prisoners, searches, etc., will not be properly carried out by the police. The conference was of the opinion that for this program to work effectively police officers who are assigned to apprehensions should be furnished with written instructions at the appropriate time and that the instructions should be so prepared that if they became public they would stand up under public scrutiny. The conference recommended that the Bureau reconsider this matter.

This matter has been reconsidered in the Domestic Intelligence Division and in view of the opinion of supervisors in the field who are working with this program we feel that the field should be permitted to prepare the necessary written instructions for police officers to be held in the possession of the SAC until the program goes into effect. At that time these instructions can be furnished to the police officers for their use as a guide to the conduct of the apprehensions. There is attached hereto a proposed letter to all SAC's referring to this matter.

August 12, 1953

SAC, Albany

Director, FBI

CONFIDENTIALSECURITY INDEX - GENERAL
UNAVAILABLE SECTION

SAC Letter No. 53-30 dated May 1, 1953, contained instructions for setting up the Unavailable Section in the Security Index. You were instructed therein that the Security Index cards of subjects who are missing, out of the country or imprisoned are to be changed to reflect the proper status of the subjects as being unavailable. You were also instructed to submit forms FD-122 on such subjects reflecting their unavailable status and upon receipt from the Bureau of the new Security Index cards one card was to be filed in the Unavailable Section and one in the Alphabetical Section.

These instructions are being altered to provide for the filing of cards of Special Section subjects who are missing, out of the country or are imprisoned, in the Special Section rather than the Unavailable Section. Forms FD-122 shall continue to be submitted whenever a Special Section subject who continues to qualify for the Special Section is found to be missing, out of the country or imprisoned, with the appropriate unavailable category indicated thereon. Upon receipt of such forms at the Bureau, new cards will be prepared with the Special Section designation retained on the new cards in addition to the Missing (MI), Out of Country (OC) or Imprisoned (IP) designation. Upon receipt of such cards from the Bureau, one of the cards will be filed in the Special Section of your Security Index rather than in the Unavailable Section and the other card will be filed in the Alphabetical Section. This procedure will provide for continued identification of Special Section subjects in the field Security Index and retention of their cards in the Special Section where warranted.

Of course, if a subject no longer comes within one of the categories for the Special Section and he is found to be missing, out of the country or imprisoned, the Special Section designation should be deleted. In such instances when the new cards are received from the Bureau, they should be filed in the Unavailable Section rather than in the Special Section.

NOTE ON YELLOW: These instructions are being issued to provide for the continued identification of Special Section subjects in the field Security Index when such subjects are found to be missing, out of the country or imprisoned. At the present time, there are but approximately six to eight Security Index cards which will be affected by these instructions; however, it is deemed advisable that all offices be made aware of this filing procedure at this time in the event Special Section subjects in their Security Index become missing, out of the country or imprisoned.

Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: August 7, 1953

FROM :

SUBJECT: SECURITY INDEX -
PREPARATION OF SUMMARY REPORTS

SYNOPSIS:

The field has submitted 6,697 summary reports in Non-Key Figure and Non-Key Facility Security Index cases. This is 43% of such cases in which summary reports are scheduled for preparation. Twenty-three offices having comparatively few Security Index cases have completed the project. Breakdown of status of project in each office attached hereto.

ACTION:

None. Submitted for your information.

The next quarterly status letters will reflect the status of the project as of October 1, 1953. You will be advised of the status of the project at that time.

/



DETAILS:

Each office is required to submit a quarterly status letter in connection with the project of preparing summary reports reflecting the progress made in submission of these reports. These status letters include statistics on all Security Index subjects who are not employed in Key Facilities or are not Key Figures. Summary reports on Key Facility employees were to be submitted at the time that the regularly scheduled six-month reports were due in each case. Summaries on Key Figures are being deferred until after summaries are prepared on all other Security Index subjects.

The following tabulation reflects the status of this project as of the dates indicated. The differences in the figures appearing in the left hand column are due to changes in categories of cases in the Security Index because of deletions of Key Figures or the subjects become no longer associated with Key Facilities as well as other variations in the content of the Security Index.

	<u>Number of Summaries Scheduled in Non-Key Facility and Non-Key Figure Cases</u>	<u>Number of Summaries Submitted</u>	<u>Percentage Completed</u>
April 1, 1952	14,606	1,196	8.2%
July 1, 1952	14,643	2,071	14%
October 1, 1952	15,073	3,133	20.8%
January 1, 1953	15,167	3,769	24.9%
April 1, 1953	15,328	5,222	34%
July 1, 1953	15,495	6,697	43%

Number of Offices Who
Have Completed the
Project on the
Dates Indicated

April 1, 1952	4
July 1, 1952	6
October 1, 1952	9
January 1, 1953	9
April 1, 1953	15
July 1, 1953	23

These are offices having a comparatively small number of Security Index subjects.

As you know a moratorium was declared on the project until January 1, 1953, by SAC Letter Number 85 (H) dated September 3, 1952, to permit reduction of the backlog and delinquency in security work. This moratorium was partially lifted by SAC Letter Number 106 (A) dated October 14, 1952, which instructed those offices having personnel available to the project to reinstitute it immediately. By SAC Letter Number 53-48 dated July 14, 1953, the project was reinstated in all offices except New York, to be completed by July 1954.

Attached for your information is a breakdown of the status of the project in each office as of July 1, 1953.



STATUS OF
SECURITY INDEX -
SUMMARY REPORT PROJECT

As of July 1, 1953

Security Index Cases on other
than Key Facility and Key
Figure Subjects

<u>Office</u>	<u>Number of Summaries Scheduled for Preparation</u>	<u>Number of Summaries Submitted as of 7/1/53</u>	<u>Number of Summaries to be Prepared</u>	<u>Percentage Completed</u>
Albany	151	115	36	76%
Albuquerque	34	34	0	100%
Anchorage	26	16	10	62%
Atlanta	12	12	0	100%
Baltimore	237	134	103	57%
Birmingham	10	10	0	100%
Boston	359	199	160	55%
Buffalo	179	100	79	56%
Butte	53	53	0	100%
Charlotte	54	54	0	100%
Chicago	1,065	465	600	44%
Cincinnati	147	97	50	66%
Cleveland	310	289	21	93%
Dallas	46	46	0	100%
Denver	164	147	17	90%
Detroit	832	469	363	56%
El Paso	13	13	0	100%
Honolulu	90	85	5	94%
Houston	47	29	18	62%
Indianapolis	167	80	87	48%
Kansas City	35	35	0	100%
Knoxville	5	5	0	100%
Little Rock	19	19	0	100%

<u>Office</u>	<u>Number of Summaries Scheduled for Preparation</u>	<u>Number of Summaries Submitted as of 7/1/53</u>	<u>Number of Summaries to be Prepared</u>	<u>Percentage Completed</u>
Los Angeles	2,283	488	1,795	21%
Louisville	15	15	0	100%
Memphis	9	9	0	100%
Miami	98	93	5	95%
Milwaukee	262	255	7	97%
Minneapolis	328	279	49	85%
Mobile	6	6	0	100%
Newark	410	131	279	32%
New Haven	405	193	212	48%
New Orleans	51	51	0	100%
New York	2,926	180	2,746	6%
Norfolk	15	15	0	100%
Oklahoma City	44	44	0	100%
Omaha	33	33	0	100%
Philadelphia	715	199	516	28%
Phoenix	88	88	0	100%
Pittsburgh	181	116	65	64%
Portland	187	175	12	94%
Richmond	17	17	0	100%
Saint Louis	141	43	98	30%
Salt Lake City	40	40	0	100%
San Antonio	29	29	0	100%
San Diego	106	60	46	57%
San Francisco	1,837	951	886	52%
San Juan	365	349	16	96%
Savannah	9	9	0	100%
Seattle	549	140	409	26%
Seattle	85	85	0	100%
Springfield	206	98	108	48%
Washington Field	206	98	108	48%
Total	15,495	6,697	8,798	43%

Office Memorandum • UNITED STATES GOVERNMENT

TO :
FROM :

DATE: August 13, 1953

SUBJECT: DELINQUENCY IN SECURITY INVESTIGATIONS

SYNOPSIS:

Each month we follow the field closely on the status of security work by analyzing the backlog of pending cases and delinquency in Espionage, Internal Security, Security Matter and foreign intelligence cases in classifications 65, 100 and 105. Status of these cases as of July 31, 1953, is set forth herein.

Number of pending active matters in the entire field reduced from 20,970 to 20,180. The delinquent matters in the entire field decreased from 9,558 to 9,411, increasing the delinquency from 45.6% to 46.6%. Letters sent to 15 offices instructing them to reduce their backlog and delinquency.

New York reduced its pending active matters in the three classifications from 6,395 to 6,126 and the number delinquent from 4,449 to 4,295, remaining at approximately 70%. New York accounts for approximately 33% of the pending active matters and 46% of the delinquency in these classifications in the entire field. New York reduced the number of pending active matters in the 100 classification from 5,530 to 5,309. The number delinquent was reduced from 4,096 to 3,956, increasing from approximately 74% to 75%.

ACTION:

We will continue to closely follow the field in this matter. You will be advised of the results of the review of the August administrative reports.

RECORDED - 91
EX-121

Bufile [redacted]

PL

DETAILS:

As you know, since December 1951 we have been closely following, on a monthly basis, the twelve field offices having a large proportion of our pending security work and since March 1952 all offices. We have written letters to the twelve offices and to other offices where progress in reducing the backlog of work and delinquency has not been satisfactory.

The July administrative reports from all offices reflect that the total pending active matters in the 65, 100 and 105 classifications decreased during the month from 20,970 to 20,180. The number of delinquent matters decreased from 9,558 to 9,411, an increase from 45.6% to 46.6%. Thirty offices reduced their total number of pending active matters and twenty-five offices reduced their delinquency in these classifications. Letters were sent to 15 offices directing them to further reduce their backlog and delinquency in these matters.

The New York Office has approximately 33% of the pending active matters in the 65, 100 and 105 classifications in the entire field. That office has approximately 46% of the number of delinquent matters in these classifications in the entire field. The average delinquency of all other offices combined increased during the month from approximately 35% to approximately 36%. New York's delinquency remained at 70%.

The bulk of New York's backlog and delinquency is in the 100 classification. During June the number of pending active matters in the 100 classification in the New York Office was reduced from 5,530 to 5,309. The number of such matters which were delinquent was reduced from 4,096 to 3,956. The

delinquency increased slightly from 74% to 75%.

Under date of July 21, 1953, New York advised that additional Agents were being assigned to Section 12, which handles this phase of their investigative work, and in the immediate future they expect to have approximately 200 Agents assigned to this Section. They advised that this Section has been reorganized and divided into seven separate squads, each having a full-time Supervisor who will be in a position to more closely supervise the Agents' output on a daily basis and give appropriate time and attention to the individual Agent's problems. They have also initiated a training program for the purpose of instructing Agents in the handling of Security Matter cases to expedite these matters.

The following statistics reflect the status of pending work including both pending active and pending inactive matters and delinquency for all field divisions as of December 31, 1951, and the progress for the last four months:

TOTAL PENDING MATTERS
CLASSIFICATIONS 65, 100 and 105
ALL FIELD DIVISIONS

<u>Classification</u>	<u>12-31-51</u>	<u>4-30-53</u>	<u>5-31-53</u>	<u>6-30-53</u>	<u>7-31-53</u>
65	1,314	1,148	1,237	1,134	1,164
100	32,812	23,096	22,682	22,084	21,389
105	<u>2,895</u>	<u>2,180</u>	<u>2,225</u>	<u>2,071</u>	<u>1,969</u>
Total	37,021	26,424	26,144	25,289	24,522

TOTAL DELINQUENT MATTERS
CLASSIFICATIONS 65, 100 and 105
ALL FIELD DIVISIONS

<u>Classification</u>	<u>12-31-51</u>	<u>4-30-53</u>	<u>5-31-53</u>	<u>6-30-53</u>	<u>7-31-53</u>
65	525	187	272	270	249
100	22,518	8,317	8,817	8,667	8,588
105	<u>1,719</u>	<u>616</u>	<u>641</u>	<u>621</u>	<u>574</u>
Total	24,762	9,120	9,730	9,558	9,411

The following statistics reflect the total of pending active matters, delinquency and percentage of delinquency of all offices since December 31, 1952:

CLASSIFICATIONS 65, 100 and 105
ALL FIELD DIVISIONS

<u>Date</u>	<u>Pending Active Matters</u>	<u>Delinquent Matters</u>	<u>Percentage Delinquent</u>
12-31-52	24,770	12,267	49.5%
1-31-53	24,098	11,772	48.8%
2-28-53	22,935	11,233	46.9%
3-31-53	23,033	10,890	47.3%
4-30-53	22,100	9,120	41.3%
5-31-53	21,740	9,730	44.8%
6-30-53	20,970	9,558	45.6%
7-31-53	20,180	9,411	46.6%

Status of Security Work in Twelve of the Larger Offices

The following statistics reflect the progress of the twelve larger offices we have been closely following since December 1951. These offices have approximately 80% of the total Security Index cards and a high percentage of the pending work and delinquency in classifications 65, 100 and 105.

STATISTICS FOR TWELVE OFFICES
SECURITY INDEX COUNT AND FOR
65, 100 and 105 MATTERS

<u>Office</u>	<u>Security Index Cards</u> <u>7-15-53</u>	<u>Pending Active Matters</u>		<u>Percentage Delinquent</u>	
		<u>6-30-53</u>	<u>7-31-53</u>	<u>6-30-53</u>	<u>7-31-53</u>
New York	4,598	6,395	6,126	70%	70%
Los Angeles	3,589	1,431	1,522	24%	27%
San Francisco	2,081	1,254	1,232	38%	50%
Detroit	1,375	756	703	47%	45%
Chicago	1,328	1,217	1,160	37%	38%
Philadelphia	1,029	1,016	1,079	67%	72%

STATISTICS FOR TWELVE OFFICES
SECURITY INDEX COUNT AND FOR cont'd
65, 100 and 105 MATTERS

Office	Security Index Cards	Pending Active Matters		Percentage Delinquent	
	7-15-53	6-30-53	7-31-53	6-30-53	7-31-53
Newark	706	931	915	47%	56%
Cleveland	673	382	422	34%	11%
Seattle	667	265	279	29%	25%
Boston	554	640	601	31%	39%
Minneapolis	509	706	612	42%	42%
New Haven	486	366	383	24%	22%
Total	17,595	15,359	15,034		

The over-all statistics for the eleven offices other than the New York Office since March 31, 1952, are as follows:

Date	Pending Active Matters (65-100-105)	Delinquent Matters (65-100-105)	Percentage Delinquent (65-100-105)
3-31-52	15,144	10,347	68.3%
4-30-52	14,978	9,628	64.3%
5-31-52	14,246	9,008	63.2%
6-30-52	14,157	9,103	64.3%
7-31-52	13,117	7,965	60.7%
8-31-52	12,611	7,589	60.2%
9-30-52	11,367	5,732	50.4%
10-31-52	11,286	4,957	43.9%
11-30-52	11,148	4,844	43.5%
12-31-52	10,937	4,578	41.9%
1-31-53	10,730	4,696	43.8%
2-28-53	10,721	4,358	40.6%
3-31-53	10,069	4,019	39.9%
4-30-53	9,411	2,887	30.7%
5-31-53	9,277	3,447	37.2%
6-30-53	8,964	3,532	39.4%
7-31-53	8,908	3,758	42.2%

During July, seven of the twelve offices reduced the total number of pending active matters in the three classifications and only four reduced the delinquency in the total matters in those classifications.

In regard to the New York Office you will note it has the highest number of the pending active matters and the highest percentage of delinquency of the twelve offices listed. During July the New York Office reduced the number of pending active matters in classifications 65, 100 and 105 by 269 from 6,395 to 6,126 matters and those delinquent by 154 from 4,449 to 4,295. New York's delinquency in the three classifications remained at approximately 70%.

Status of Security Work in the Remaining Forty Offices

The remaining forty offices are listed according to the percentage of delinquency on July 31, 1953, in total matters in classifications 65, 100 and 105. These statistics reflect the progress during July 1953. It should be noted that many of the smaller offices have no pending matters in classifications 65 and 105 and their entire pending backlog is in classification 100 matters.

Office	Pending Active Matters		Percentage Delinquent	
	6-30-53	7-31-53	6-30-53	7-31-53
Milwaukee	262	251	34%	45%
Anchorage	52	53	44%	38%
Buffalo	272	289	34%	38%
San Juan	212	183	26%	38%
Saint Louis	319	177	29%	36%
Cincinnati	283	249	41%	33%
Denver	164	136	35%	33%
El Paso	46	45	28%	33%
Dallas	66	69	18%	32%
Albuquerque	71	69	34%	30%
Memphis	40	40	3%	30%
Knoxville	34	21	3%	29%
Richmond	51	56	8%	29%
Miami	141	149	13%	25%
Norfolk	26	28	12%	25%
Oklahoma City	53	76	21%	25%
San Antonio	63	40	30%	25%
Washington Field	1,005	943	32%	25%
Albany	223	235	27%	24%
Baltimore	388	290	29%	24%
Houston	70	68	13%	24%

<u>Office</u>	<u>Pending Active Matters</u>		<u>Percentage Delinquent</u>	
	<u>6-30-53</u>	<u>7-31-53</u>	<u>6-30-53</u>	<u>7-31-53</u>
Omaha	72	66	24%	24%
Kansas City	95	83	16%	23%
Portland	99	84	55%	23%
Indianapolis	214	193	36%	22%
Pittsburgh	328	347	18%	22%
Springfield	111	98	23%	22%
San Diego	182	157	15%	21%
Honolulu	56	60	20%	18%
Phoenix	94	72	18%	17%
Atlanta	50	65	34%	15%
Little Rock	23	20	43%	15%
Birmingham	45	37	29%	14%
Butte	54	56	38%	14%
Charlotte	56	81	36%	14%
Mobile	30	22	13%	14%
Louisville	48	55	13%	13%
New Orleans	129	104	21%	13%
Salt Lake City	51	45	14%	9%
Savannah	33	34	36%	3%
Total	5,611	5,146		

During July, twenty-three offices were able to reduce their pending active work load and twenty-one offices reduced their delinquency.

The following figures illustrate the progress of the forty offices as a whole since March 31, 1952, as reflected in the administrative reports:

<u>Date</u>	<u>Pending Active Matters (65-100-105)</u>	<u>Delinquent Matters (65-100-105)</u>	<u>Percentage Delinquent</u>
3-31-52	9,421	5,011	53.2%
4-30-52	9,138	4,355	47.7%
5-31-52	8,724	3,990	45.7%

<u>Date</u>	<u>Pending Active Matters (65-100-105)</u>	<u>Delinquent Matters (65-100-105)</u>	<u>Percentage Delinquent</u>
6-30-52	8,417	3,842	45.6%
7-31-52	7,776	3,156	40.6%
8-31-52	6,928	3,054	44.0%
9-30-52	6,198	2,109	34.0%
10-31-52	6,126	1,279	20.8%
11-30-52	6,129	1,703	27.8%
12-31-52	6,228	1,691	27.2%
1-31-53	6,080	1,554	25.6%
2-28-53	6,103	1,515	24.8%
3-31-53	5,936	1,542	26.0%
4-30-53	5,864	1,414	24.1%
5-31-53	5,897	1,726	29.3%
6-30-53	5,611	1,577	28.1%
7-31-53	5,146	1,358	26.4%

Office Memorandum • UNITED STATES GOVERNMENT

TO : THE DIRECTOR

DATE: August 14, 1953

FROM :

SUBJECT: SECURITY INDEX - GENERAL

To advise you of the total cards in the Security Index and of the total number approved by the Department to date.

The following is a report on the increase in the Security Index since the last count was furnished to you on July 10, 1953.

<u>Week of</u>	<u>New Cards Added</u>	<u>Cards Cancelled</u>	<u>Net Increase</u>
July 11-17	62	14	48
July 18-24	68	24	44
July 25-31	26	17	11
August 1-7	112	10	102
August 8-14	63	19	44
Total	333	84	249

For your information during the preceding four-week period 430 cards were added and 81 cards were cancelled, a net increase of 349 cards.

The Security Index count as of today is 22,319.

To date the Department has specifically approved in writing the listing of 2,818 names in the Security Index. To date they have not disapproved the listing of any name.

ACTION:

This is for your information.

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: 8/21/53

FROM : The Executives Conference

SUBJECT: SUGGESTION #371-53

Security Index

The Executives Conference of 8/20/53, Messrs.

SA *[redacted]*, Jr., Springfield, being present, considered the suggestion of index subject or individual upon whom a Communist index card is maintained moves from one field division to another, that the information on the Communist index card be forwarded to the office covering the new place of residence.

The Domestic Intelligence Division is opposed since these cards are kept indefinitely in the office where prepared and if the office of origin is changed, a new office then prepares its own Communist index card. There would be variations in the information on the card at the new office in such matters as place of residence, place of employment, office file number, and similar data, and no value could be seen in forwarding this data to the new office of origin.

Executives Conference Consideration: For the above reasons, unanimously unfavorable.

Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: August 14, 1953

FROM :

4
 SUBJECT: SUGGESTION NUMBER 371-53
 Forwarding Data on Communist Index
 Cards to New Office of Origin
 Bufile -

The attached suggestion has been referred to us for our comment by . It suggests that when a subject of a Communist Index card moves to another field division the information appearing on the card be forwarded to the new office.

Communist Index cards are prepared on each individual concerning whom there is information of a subversive nature whether or not included in the Security Index. It serves as an administrative aid and working index reflecting a central repository on all such names. The cards are kept indefinitely in the office where prepared and no effort is made to keep them in a current status. If the office of origin is changed the new office prepares a card for its Communist Index. Each card contains the following information when available: name and aliases, office file number, membership and position or associations in a subversive group or groups together with the source and date of the information, place of residence, place of employment, citizenship, a general statement to be included, if necessary, by the reviewing Agent which will assist for evaluation purposes to determine whether the individual in question is potentially or actually dangerous.

It appears that there would be very little benefit in forwarding the data on a Communist Index card to the new office of origin. Certain of the items of information are only available in the new office and the other items are readily available when the case is reviewed in the new office of origin to determine whether additional action is necessary.

RECOMMENDATION:

It is the recommendation of the Internal Security Section that the suggestion not be adopted. If you agree, this memorandum should be forwarded to the Training and Inspection Division for further action.

list

Assistant Attorney General Warren Olney III
Criminal Division

August 21, 1953

Director, FBI

SECURITY INDEX LIST

*8/24/53
M. Bennett
with
A. H. ...
list of ...
M. Bennett
old
of ...
to ...
of ...*

There is attached hereto a current list of the names of the individuals maintained in the Security Index. Names included in the main portion of the list are arranged alphabetically. The names of individuals coming within five designated groups are listed on separate pages. Following each name is information reflecting the race, sex, birth date, Bureau file number and the Bureau field office covering the residence of the individual.

It is requested that this list be given utmost security.

Attachment

NOTE ON YELLOW ONLY:

Espionage Section of the Special Section not included.

The five designated groups are:

- Foreign Government Employees
- United Nations Employees
- Pro-Tito Yugoslavs
- U. S. Government Employees
- Atomic Energy Program Employees

RECEIVED READING ROOM
AUG 21 3 22 PM '53
FBI
U. S. DEPT OF JUSTICE

U. S. DEPT OF JUSTICE
FBI
REC'D - 101

RECORDED - 24 [REDACTED]



SEP 2 1953

UNRECORDED
8-21-53

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: August 21, 1953

FROM :

SUBJECT: SECURITY INDEX - *mail*

mail
During the past week 69 new cards were added to the Security Index and 9 cards were cancelled, a net increase of 60 cards.

The Security Index count as of today is 22,379.

ACTION:

This is for your information.



UNRECORDED

8-25-53

TO: Director ,FBI

August 25, 1953

FROM: SAC, Chicago ()

SUBJECT: SUGGESTION

It is suggested that when the next printing of the FD-122 (recommendation for SI and/or reflecting changes in SI subject's status, () and the FD-128 (to change office of origin) is made the words "Registered Mail" be printed on each form in the lower left-hand corner. There are over 1300 individuals in the Security Index of this office and there is a considerable volume of correspondence reflecting day to day changes. By adopting this suggestion, it will automatically insure that this type of correspondence will be sent via registered mail and eliminate human error in failing to properly designate this type of correspondence to go registered. At the same time a small amount of typing time would be saved on each form.

The above suggestion was submitted by SA

UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

EMPLOYEE SUGGESTION

To # 10

Date 8/18/53

To: _____

From: _____

Field Office or Division NEWARK

SUGGESTION: It is recommended that a notation be placed on the Security Index Cards maintained in the Geographical Section setting forth the exact location of the residence of SI subjects residing in rural areas. In the event an SI subject is employed in a rural area, the precise location of his place of employment also should be indicated. This notation would include the most direct route to the subject's residence and/or place of employment; such route to commence at a municipality readily located.

Its advantages are:

This procedure would enable Special Agents unfamiliar with a particular rural area to locate immediately SI subjects scheduled for apprehension.

It should save at least \$ _____ annually.

The use by the United States of my suggestion shall not form the basis of a further claim of any nature by me, my heirs, or assigns upon the United States.

Comments and recommendation of Supervisor, SAC, or Assistant Director:

This suggestion appears to have merit. Additional work will be required, but the results would be beneficial to the Emergency Detention Program.



September 4, 1953

SAC, Newark

Director, FBI

SECURITY INDEX CARDS

Reference is made to the suggestion of Special Agent [redacted], dated August 18, 1953, at Newark, that a notation be placed on Security Index cards maintained in the Geographical Section setting forth the exact location of the residence and/or place of employment of subjects residing or working in rural areas.

As you know Security Index subjects are presently assigned to Special Agents for apprehension purposes and the Agents are to acquaint themselves with the subjects they are to apprehend. However, it is realized that in certain rural areas it may be desirable to place detailed directions to a subject's residence and place of employment on the subject's Security Index card. The Bureau has no objection to the placing of such data on the reverse side of the Security Index card along with the other descriptive data.

The Bureau appreciates the interest expressed by Special Agent [redacted] in submitting this suggestion and you should advise him of the decision in this matter.

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: 8/24/53

FROM :

4

[Handwritten signature]

SUBJECT: 0 SECURITY INDEX CARD STATISTICS

There are attached two copies of a table showing by Field Office the total number of Security Index cards in our files. This table indicates the nationalistic tendency, the dangerousness classification, sex, race, citizenship status, and others on one of the "special lists." A key to the abbreviations is also included.

These statistics are based on Statistical Section Records as of August 15, 1953.

Attachments



KEY TO ABBREVIATIONS USED IN SECURITY INDEX

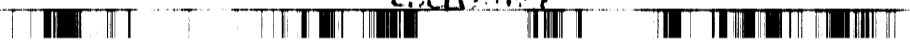
- AL Alien
- CS Comsab
- DC Detcom
- KF Key Figure
- NA Naturalized
- NB Native Born
- TF Top Functionary

- AEP Atomic Energy Program employees
- BUL Bulgarian
- COM Communist Party, USA
- CZE Czechoslovakian
- ESP Espionage subjects
- FGE Foreign Government employees
- GOV United States Government employees
- HUN Hungarian
- ILL Independent Labor League
- ISL Independent Socialist League
- NPR Nationalist Party of Puerto Rico
- PPA Proletarian Party of America
- PRO Prominent Person
- RUM Rumanian
- RUS Russian
- RWL Revolutionary Workers' League
- SWP Socialist Workers' Party
- ULP United Labor Party
- UNE United Nations employees
- YUG Yugoslavian

Enc 1

7-1

ENCLOSURE



DATE	TIME	LOCATION	ACTIVITY	REMARKS
1950	10:00
1950	11:00
1950	12:00
1950	13:00
1950	14:00
1950	15:00
1950	16:00
1950	17:00
1950	18:00
1950	19:00
1950	20:00
1950	21:00
1950	22:00
1950	23:00
1950	00:00

ENC 2

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: August 28, 1953

FROM :

SUBJECT: ^C SECURITY INDEX

During the past week 73 new cards were added to the Security Index and 8 cards were cancelled, a net increase of 65 cards.

The Security Index count as of today is 22,444.

ACTION:

This is for your information.

Office Memorandum • UNITED STATES GOVERNMENT

DATE: September 2, 1953

TO :

FROM :

SUBJECT: SECURITY INDEX CARDS
SUGGESTION #418-53

In Suggestion #418-53 attached Special Agent [redacted], of the Newark Office, suggests that a notation be placed on Security Index cards maintained in the Geographical Section of the Security Index setting forth the exact location of the residence and/or place of employment of subjects residing or working in rural areas. The data is to include information as to the most direct route to the place of residence and/or employment. He states that it would enable Special Agents unfamiliar with a particular rural area to locate Security Index subjects immediately at the time of an emergency.

OBSERVATION:

The Suggestion has merit in certain isolated instances where in rural areas complicated directions are necessary to describe the location of a subject's residence and/or place of employment. When such instances have arisen at the time Security Index cards are prepared field offices have been instructed to include such data on the reverse side of Security Index cards with other descriptive data.

The field is under instructions to assign all Security Index cases to Agents for apprehension purposes and for the Agents to familiarize themselves with all pertinent matters regarding apprehensions including a physical observation of the subjects. For that reason it is not believed that additional over-all instructions to the field are necessary in this matter.

RECOMMENDATION:

If you approve this memorandum should be routed to the Training and Inspection Division. There is also attached a letter to the Newark Office advising that there is no objection to including directions to locate Security Index subjects on the reverse side of Security Index cards.

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: Sept. 4, 1953

FROM :

SUBJECT: SECURITY INDEX - General

During the past week 106 new cards were added to the Security Index and 23 cards were cancelled, a net increase of 83 cards.

The Security Index count as of today is 22,527.

ACTION:

This is for your information.

UNRECORDED
9-11-53

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO : THE DIRECTOR

DATE: September 11, 1953

FROM :

SUBJECT: SECURITY INDEX

To advise you of the total cards in the Security Index and of the total number approved by the Department to date.

The following is a report on the increase in the Security Index since the last count was furnished to you on August 14, 1953.

<u>Week of</u>	<u>New Cards Added</u>	<u>Cards Cancelled</u>	<u>Net Increase</u>
August 15-21	69	9	60
August 22-28	73	8	65
August 29-Sept. 4	106	23	83
Sept. 5-11	66	14	52
Total	314	54	260//

For your information during the preceding four-week period 271 cards were added and 70 cards were cancelled, a net increase of 201 cards.

The Security Index count as of today is 22,579.

To date the Department has specifically approved in writing the listing of 3,160 names in the Security Index. To date they have not disapproved the listing of any name.

ACTION:

This is for your information.

b-2 admin

1532

Office Memorandum • UNITED STATES GOVERNMENT

TO :
FROM :
SUBJECT:

DATE: September 11, 1953

DELINQUENCY IN SECURITY INVESTIGATIONS

Handwritten initials and a large bracket on the right side of the header area.

SYNOPSIS:

Each month we follow the field closely on the status of security work by analyzing the backlog of pending cases and delinquency in Espionage, Internal Security, Security Matter and foreign intelligence cases in classifications 65, 100 and 105. Status of these cases as of August 31, 1953, is set forth herein.

Number of pending active matters in the entire field reduced from 20,180 to 19,493. The delinquent matters in the entire field decreased from 9,411 to 8,495, decreasing the delinquency from 46.6% to 43.6%. Letters sent to 24 offices instructing them to reduce their backlog and delinquency.

New York reduced its pending active matters in the three classifications from 6,126 to 5,851 and the number delinquent from 4,295 to 3,554, to approximately 61%. New York accounts for approximately 30% of the pending active matters and 42% of the delinquency in these classifications in the entire field. New York reduced the number of pending active matters in the 100 classification from 5,309 to 5,047 and the number delinquent from 3,956 to 3,299 or from approximately 75% to 65%.

ACTION:

We will continue to closely follow the field in this matter. You will be advised of the results of the review of the September administrative reports.

Handwritten signature or initials.

RECORDED-74

31 SEP 18 1953

Bufile [redacted]

FILED

DETAILS:

As you know, since December 1951 we have been closely following, on a monthly basis, the twelve field offices having a large proportion of our pending security work and since March 1952 all offices. We have written letters to the twelve offices and to other offices where progress in reducing the backlog of work and delinquency has not been satisfactory.

The July administrative reports from all offices reflect that the total pending active matters in the 65, 100 and 105 classifications decreased during the month from 20,180 to 19,493. The number of delinquent matters decreased from 9,411 to 8,495, a decrease from 46.6% to 43.6%. Twenty six offices reduced their total number of pending active matters and twenty three offices reduced their delinquency in these classifications. Letters are being sent to 24 offices directing them to reduce their backlog and delinquency in these matters.

The New York Office has approximately 30% of the pending active matters in the 65, 100 and 105 classifications in the entire field. That office has approximately 42% of the number of delinquent matters in these classifications in the entire field. The average delinquency of all other offices during the month remained at approximately 36%. New York's delinquency decreased from 70% to 61%.

The bulk of New York's backlog and delinquency is in the 100 classification. During August the number of pending active matters in the 100 classification in the New York Office was reduced from 5,309 to 5,047. The number of such matters which were delinquent was reduced from 3,956 to 3,299. The

delinquency in classification 100 decreased from 75% to 65%.

The following statistics reflect the status of pending work including both pending active and pending inactive matters and delinquency for all field divisions as of December 31, 1951, and the progress for the last four months:

TOTAL PENDING MATTERS
CLASSIFICATIONS 65, 100 and 105
ALL FIELD DIVISIONS

<u>Classification</u>	<u>12-31-51</u>	<u>5-31-53</u>	<u>6-30-53</u>	<u>7-31-53</u>	<u>8-31-53</u>
65	1,314	1,237	1,134	1,164	1,154
100	32,812	22,682	22,084	21,389	20,564
105	<u>2,895</u>	<u>2,225</u>	<u>2,071</u>	<u>1,969</u>	<u>1,970</u>
Total	37,021	26,144	25,289	24,522	23,688

TOTAL DELINQUENT MATTERS
CLASSIFICATIONS 65, 100 and 105
ALL FIELD DIVISIONS

<u>Classification</u>	<u>12-31-51</u>	<u>5-31-53</u>	<u>6-30-53</u>	<u>7-31-53</u>	<u>8-31-53</u>
65	525	272	270	249	203
100	22,518	8,817	8,667	8,588	7,780
105	<u>1,719</u>	<u>641</u>	<u>621</u>	<u>574</u>	<u>512</u>
Total	24,762	9,730	9,558	9,411	8,495

The following statistics reflect the total of pending active matters, delinquency and percentage of delinquency of all offices since December 31, 1952:

<u>CLASSIFICATIONS 65, 100 and 105</u>			
<u>ALL FIELD DIVISIONS</u>			
<u>Date</u>	<u>Pending Active Matters</u>	<u>Delinquent Matters</u>	<u>Percentage Delinquent</u>
12-31-52	24,770	12,267	49.5%
1-31-53	24,098	11,772	48.8%
2-28-53	22,935	11,233	46.9%
3-31-53	23,033	10,890	47.3%
4-30-53	22,100	9,120	41.3%
5-31-53	21,740	9,730	44.8%
6-30-53	20,970	9,558	45.6%
7-31-53	20,180	9,411	46.6%
8-31-53	19,493	8,495	43.6%

Status of Security Work in Twelve of the Larger Offices

The following statistics reflect the progress of the twelve larger offices we have been closely following since December 1951. These offices have approximately 80% of the total Security Index cards and a high percentage of the pending work and delinquency in classifications 65, 100 and 105.

STATISTICS FOR TWELVE OFFICES
SECURITY INDEX COUNT AND FOR
65, 100 and 105 MATTERS

<u>Office</u>	<u>Security Index Cards</u> <u>8-15-53</u>	<u>Pending Active Matters</u>		<u>Percentage Delinquent</u>	
		<u>7-31-53</u>	<u>8-31-53</u>	<u>7-31-53</u>	<u>8-31-53</u>
New York	4,709	6,126	5,851	70%	60%
Los Angeles	3,624	1,522	1,383	27%	39%
San Francisco	2,094	1,232	1,234	50%	41%
Detroit	1,377	703	576	45%	33%
Chicago	1,356	1,160	1,097	38%	33%
Philadelphia	1,032	1,079	1,076	72%	50%

STATISTICS FOR TWELVE OFFICES
SECURITY INDEX COUNT AND FOR
65, 100 and 105 MATTERS

cont'd

<u>Office</u>	<u>Security</u> <u>Index</u> <u>Cards</u> <u>8-15-53</u>	<u>Pending Active</u> <u>Matters</u>		<u>Percentage</u> <u>Delinquent</u>	
		<u>7-31-53</u>	<u>8-31-53</u>	<u>7-31-53</u>	<u>8-31-53</u>
Newark	732	915	934	56%	58%
Cleveland	681	422	470	11%	18%
Seattle	664	279	254	25%	37%
Boston	560	601	629	39%	37%
Minneapolis	511	512	486	42%	57%
New Haven	493	383	408	22%	24%
Total	17,833	15,304	14,398		

The over-all statistics for the eleven offices other than the New York Office since March 31, 1952 are as follows:

<u>Date</u>	<u>Pending</u> <u>Active Matters</u> <u>(65-100-105)</u>	<u>Delinquent</u> <u>Matters</u> <u>(65-100-105)</u>	<u>Percentage</u> <u>Delinquent</u> <u>(65-100-105)</u>
3-31-52	15,144	10,347	68.3%
4-30-52	14,978	9,628	64.3%
5-31-52	14,246	9,008	63.2%
6-30-52	14,157	9,103	64.3%
7-31-52	13,117	7,965	60.7%
8-31-52	12,611	7,589	60.2%
9-30-52	11,367	5,732	50.4%
10-31-52	11,286	4,957	43.9%
11-30-52	11,148	4,844	43.5%
12-31-52	10,937	4,578	41.9%
1-31-53	10,730	4,696	43.8%
2-28-53	10,721	4,358	40.6%
3-31-53	10,069	4,019	39.9%
4-30-53	9,411	2,887	30.7%
5-31-53	9,277	3,447	37.2%
6-30-53	8,964	3,532	39.4%
7-31-53	8,908	3,758	42.2%
8-31-53	8,547	3,618	42.3%

During August, seven of the twelve offices reduced the total number of pending active matters in the three classifications and six reduced the delinquency in the total matters in those classifications.

In regard to the New York Office you will note it has the highest number of the pending active matters and the highest percentage of delinquency of the twelve offices listed. During August the New York Office reduced the number of pending active matters in classifications 65, 100 and 105 by 275 from 6,126 to 5,851 matters and those delinquent by 741 from 4,295 to 3,554.

Status of Security Work in the Remaining Forty Offices

The remaining forty offices are listed according to the percentage of delinquency on August 31, 1953, in total matters in classifications 65, 100 and 105. These statistics reflect the progress during August 1953. It should be noted that many of the smaller offices have no pending matters in classifications 65 and 105 and their entire pending backlog is in classification 100 matters.

Office	Pending Active Matters		Percentage Delinquent	
	7-31-53	8-31-53	7-31-53	8-31-53
Houston	68	77	24%	39%
Milwaukee	251	238	45%	38%
Butte	56	63	14%	37%
Buffalo	289	272	38%	35%
Kansas City	83	87	23%	33%
Denver	136	138	33%	33%
Dallas	69	75	32%	33%
Anchorage	53	54	38%	33%
Miami	149	165	25%	33%
Savannah	34	32	3%	31%
San Juan	183	166	38%	30%
Omaha	66	67	24%	30%
Portland	84	86	23%	29%
Richmond	56	55	29%	29%
Cincinnati	249	243	33%	28%
Albuquerque	69	58	30%	28%
Pittsburgh	347	352	22%	28%
Albany	235	241	24%	27%
Indianapolis	193	180	22%	27%
Baltimore	290	305	24%	25%
Little Rock	20	24	15%	25%
Washington Field	943	925	25%	25%
San Antonio	40	41	25%	24%
Phoenix	72	62	17%	23%
El Paso	45	48	33%	23%
Honolulu	60	51	18%	22%
Mobile	22	32	14%	22%
Oklahoma City	76	70	25%	21%

cont'd

Office	Pending Active Matters		Percentage Delinquent	
	7-31-53	8-31-53	7-31-53	8-31-53
St. Louis	177	193	36%	20%
Charlotte	81	78	14%	13%
San Diego	157	130	21%	16%
Louisville	55	57	13%	16%
Atlanta	65	61	15%	15%
Salt Lake City	45	40	9%	15%
Norfolk	28	28	25%	14%
Springfield	98	97	22%	10%
Memphis	40	42	30%	10%
New Orleans	104	104	13%	3%
Knoxville	21	22	29%	5%
Birmingham	37	36	14%	3%
Total	5,146	5,095		

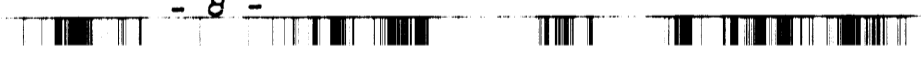
During August, eighteen offices were able to reduce their pending active work load and seventeen offices reduced their delinquency.

The following figures illustrate the progress of the forty offices as a whole since March 31, 1952, as reflected in the administrative reports:

Date	Pending Active Matters (65-100-105)	Delinquent Matters (65-100-105)	Percentage Delinquent
3-31-52	9,421	5,011	53.2%
4-30-52	9,138	4,355	47.7%
5-31-52	8,724	3,990	45.7%
6-30-52	8,417	3,842	45.6%
7-31-52	7,776	3,156	40.6%
8-31-52	6,928	3,054	44.0%
9-30-52	6,198	2,109	34.0%
10-31-52	6,126	1,279	20.8%
11-30-52	6,129	1,703	27.8%

<u>Date</u>	<u>Pending Active Matters (65-100-105)</u>	<u>Delinquent Matters (65-100-105)</u>	<u>Percentage Delinquent</u>
12-31-52	6,228	1,691	27.2%
1-31-53	6,080	1,554	25.6%
2-28-53	6,103	1,515	24.8%
3-31-53	5,936	1,542	26.0%
4-30-53	5,864	1,414	24.1%
5-31-53	5,897	1,726	29.3%
6-30-53	5,611	1,577	28.1%
7-31-53	5,146	1,358	26.4%
8-31-53	5,095	1,323	26.0%

[Handwritten signatures and initials]
JTB PLC



STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: September 18, 1953

FROM :

SUBJECT: SECURITY INDEX *and*

During the past week 64 new cards were added to the Security Index and 17 cards were cancelled, a net increase of 47 cards.

The Security Index count as of today is 22,626.

ACTION:

This is for your information.

1534
changed to
8-41

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

DATE: September 23, 1953

TO : Director, FBI

FROM : SAC, Washington

SUBJECT: Security Index

Re SAC Letter No. 53-48 dated July 14, 1953, Section C.

Inasmuch as project of summary reports on Security Index subjects completed this Division, no quarterly status letter will be submitted at this time. This office is following existing instructions concerning the submission of annual supplemental reports on Security Index subjects.

list

Assistant Attorney General [REDACTED]
Criminal Division

September 21, 1953

Director, FBI

SECURITY INDEX LIST

9-22-53
do
list
obtained
old
personnel

There is attached hereto a current list of the names of the individuals maintained in the Security Index. Names included in the main portion of the list are arranged alphabetically. The names of individuals coming within five designated groups are listed on separate pages. Following each name is information reflecting the race, sex, birth date, Bureau file number and the Bureau field office covering the residence of the individual.

It is requested that this list be given utmost security.

Attachment

NOTE ON YELLOW ONLY:

Espionage Section of the Special Section not included.

The five designated groups are:

- Foreign Government Employees
- United Nations Employees
- Pro-Tito Yugoslavs
- U. S. Government Employees
- Atomic Energy Program Employees

[REDACTED]

RECORDED - 72
EL - 122

SEP 25 1953
102

SEP 25 1953

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: 9/23/53

FROM :

SUBJECT: SECURITY INDEX CARD STATISTICS
- GENERAL

There are attached two copies of a table showing by Field Office the total number of Security Index cards in our files. This table indicates the nationalistic tendency, the dangerousness classification, sex, race, citizenship status, and others on one of the "special lists." A key to the abbreviations is also included.

These statistics are based on Statistical Section Records as of September 15, 1953.

Attachments

KEY TO ABBREVIATIONS USED IN SECURITY INDEX

AL	Alien
CS	Comsab
DC	Detcom
KF	Key Figure
NA	Naturalized
NB	Native Born
TF	Top Functionary
AEP	Atomic Energy Program employees
BUL	Bulgarian
COM	Communist Party, USA
CZE	Czechoslovakian
ESP	Espionage subjects
FGE	Foreign Government employees
GOV	United States Government employees
HUN	Hungarian
ILL	Independent Labor League
ISL	Independent Socialist League
NPR	Nationalist Party of Puerto Rico
PPA	Proletarian Party of America
PRO	Prominent Person
RUM	Rumanian
RUS	Russian
RWL	Revolutionary Workers' League
SWP	Socialist Workers' Party
ULP	United Labor Party
UNE	United Nations employees
YUG	Yugoslavian

ENC 1



STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: September 25,
1953

FROM :

SUBJECT: ⁰ SECURITY INDEX *General*

During the past week 144 new cards were added to the Security Index and 13 cards were cancelled, a net increase of 131 cards.

The Security Index count as of today is 22,757.

ACTION:

This is for your information.



1538
changed to
29-37

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: September 28, 1953

FROM : SAC, Miami (

SUBJECT: SUMMARY REPORTS IN SECURITY INDEX CASES

Re No Number SAC Letter I, Series 1952, dated 3-14-52, concerning preparation of summary reports in Security Index cases.

The following figures are submitted:

Category	Total Number of Cases	Number of Initial Summary Reports Submitted To Date	Number of Summary Reports to Be Submitted	Expected Date of Completion
2	0	0	0	
4	0	0	0	
5	113 127	106 106	7 1	November 15, 1953

Of the 7 cases where no summary reports have been submitted, six are recent transferees to this area and the summary reports will be written by the offices where they formerly resided. Actually, Miami has only one case in which a summary is yet to be submitted.



Office Memorandum • UNITED STATES GOVERNMENT

1539

TO : MR. [REDACTED]

DATE: September 2, 1953

FROM : MR. [REDACTED]

SUBJECT: DISTRIBUTION OF COMMUNISTS IN ECONOMIC LIFE

Security Index - Card

Not Classified unless indicated

SYNOPSIS:

Washington Post article of September 1, 1953, challenged the Attorney General's statement that there may be more Communists in labor unions than anywhere else. The Director requested information regarding the approximate distribution of Communists in schools, industry, etc. Certain statistics are available regarding Security Index subjects on our tabulating equipment. However, all types of employment cannot be tabulated. As of August 15, 1953, the Security Index reflected 14,725 males, 7,593 females, 19,973 white, 2,345 negroes or others. There are 1,546 Security Index subjects employed in Key Facilities, 31 in the U. S. Government, 39 with foreign governments and 13 in the United Nations. To obtain data regarding the employment of all Security Index subjects would require a hand-check of all Security Index cards and in many instances file reviews to determine the job done by each subject. However, 1,000 Security Index cards have been hand-checked to generally determine types of employment which indicate 22.8% in basic industry, 20.5% in light industry, 26.1% in professional and white collar work and the remainder in miscellaneous types of employment and unemployed. Detailed breakdown set out. General detailed breakdown set out regarding types of industry in which the 1,546 Key Facility Security Index subjects are employed.

Classified by 4417
Exempt from GDS, Category 2
Date of Declassification Indefinite

Information set out indicating since 1948 the Communist Party has stressed necessity of infiltrating basic industry and industries of all types. Information received on August 24, 1953, from San Francisco indicates that at recently concluded conference of the CP, USA, continual stress by the Party is being placed on shifting membership into basic industry and industries of all types.

CONFIDENTIAL

RECORDED-52 INDEXED-52

100-258086-152

9-16-53
Two from Belmont
to LADD
A.G. with
copies for
PLC
33 OCT 29 1953
cbk
Room 1264
100-258086

*I think we should see SEP 23 1953
memo to A. G. re this subject &
name J. J. [unclear] & [unclear]
[unclear] & [unclear] when we
[unclear] [unclear] [unclear] &
[unclear] [unclear] [unclear] N.*

5-PC

RECOMMENDATION:

This memorandum has been prepared for the information of the Director.

DETAILS:

Attached is a newspaper article appearing in the September 1, 1953, issue of the Washington Post in which Senator Harley M. Kilgore of West Virginia challenged a statement by the Attorney General that there may be more Communists in labor unions than anywhere else. In regard to this article the Director commented "Let me have memo of approximate distribution of Communists in industry, schools etc."

Security Index cards contain data regarding each individual's employment and generally show the type of employment each person has in our economic life. With the exception of certain key groups such as U. S. Government

employees, individuals having access to Key Facilities, foreign government employees and United Nations employees, the type of employment of all subjects cannot be determined from our tabulating equipment. However, of interest in this matter as of our last complete statistical tabulation of the Security Index, on August 15, 1953, the following facts are noted:

Male	14,725
Female	7,593
White	19,973
Negro and others	2,345
U. S. Government Employees	31
Foreign Government Employees	39
United Nations Employees	13
Atomic Energy Program Employees	1
Communists	20,910

As of August 15, 1953, there were 22,318 Security Index subjects. As of Friday August 28, 1953, there were 22,444 Security Index subjects.

The only way statistics can be determined concerning the types of employment of all the 22,444 Security Index subjects would be to physically check each of the Security Index cards. This would require a tremendous amount of clerical time and it is not believed that it would give a completely accurate picture since in many instances the actual job performed by the individual is not shown although his place of employment is shown. To obtain that data it would be necessary to review the files in such cases. It is not believed the results would warrant such action. However, a hand-check has been made of the first 1,000 cards in the Security Index which indicate Communist membership, association or affiliation and the following statistics are set out:

General Breakdowns

Basic Industry	228	22.8%
Light Industry	205	20.5%
Professional & White Collar	261	26.1%
Miscellaneous		
Communist Party, USA	7	.7%
Farmers & Farm Produce	24	2.4%
Housewives	127	12.7%
Progressive Party	4	.4%
Unemployed	104	10.4%
Unknown Employment	40	4.0%
	<u>1,000</u>	<u>100%</u>

A general detailed determination of the type of employment in which the 1,000 Security Index subjects are engaged is set out as follows. The determination has been made from the type of industry or employment in which a subject is engaged since in many instances the actual job performed by the subjects does not appear on the Security Index cards.

Basic Industry

Aircraft Industries	2
Aluminum Industries	1
Automobile Industries	20
Chemists	2
Communications	2
Electrical & Electronics Industries	10
Gas Companies	2
Laboratories	4
Manufacturing Industries	69
Oil Industries	3
Power Companies	1
Radio Industry (all types)	6
Research	4
Rubber Industries	2
Shipping & Longshoremen	12
Steel & Iron Foundries & Industries	27
Tool & Engineering	2
Transportation (Land & Air)	16
Truckers	5
Unions (Employment by Union)	38
Total	228

Light Industry

Barbers	4
Business Services	15
Carpenters	15
Clothing Industry & Production	13
Food Production & Sales	29
Fur Industries	5
Hotels & Restaurants	19
Laborers	19
Laundries, Cleaners, etc.	15
Painters	5
Printing & Engraving	11
Retail Store Employment (Management & Clerical)	47
Salesmen	8
Total	205

4

Professional and White Collar

Actors	2
Advertising Field	6
Apartment Managers	5
Architects & Draftsmen	4
Artists	7
Attorneys	21
Banking & Finance	4
Bookkeepers	2
Decorating, Designing & Painting	9
Dentists	4
Doctors	5
Entertainment Field	5
CP Front Organizations	16
Insurance	7
Jewelers	5
Librarians	1
Moving Picture Field	2
Music (Teaching, etc.)	13
Nursing Field	9
Photography	3
Professional Services (Miscellaneous)	3
Publications, Newspapers, etc.	15
Real Estate	14
Schools and Universities	3
Students	19
Teaching, Administration, Clerical, etc.	43
Social & Charitable Organizations	8
State or City Government	6
Stenographers, Clerks & Typists	7
Writers	16
Total	261

Miscellaneous

Communist Party - USA	7
Farming, Poultry Raising, etc.	24
Housewives	127
Progressive Party	4
Unemployed	104
Unknown Employment (under investigation)	40
Total	306

For your information we have tabulated the general types of employment or industry in which the 1,546 Key Facility subjects are engaged. The tabulation is set out as follows:

Aircraft and component parts other than engines	97
Aircraft engines and component parts	24
Ammunition production including storage	30
Atomic Research and interest	34
Bearings and Gears	27
Biological Warfare	3
Blood Plasma	1
Chemicals	17
Electrical Equipment	89
Electronics	55
Engines, turbines, pumps, all types and component parts	155
Gasoline and Oil	16
Instruments, Gauges, etc.	43
Machinery and tools	15
Metals other than steel and iron industry	75
Photographic Equipment	5
Plastics and rayon	7
Radio and Radar	32
Railway Equipment	19
Rubber	24
Shipbuilding Industry including Submarines	31
Steel and Iron production, forgings, etc.	212
Strategic communications	15
Strategic Electric Power	16
Strategic Port Facilities	194
Strategic Transportation	27
Trucks, Tanks, Cranes, Tractors & Vehicles	178
Water Supply	3
Weapons all types including Rockets, Guided Missiles, Torpedoes, Mines, etc.	<u>102</u>
Total	1,546

Communist Party Activity re Employment

On August 4, 1948, at the 14th National Convention of the Communist Party, USA, in New York City, Henry Winston, Communist Party functionary, in a speech to the Convention stated in part "However, in examining the composition of our Party, the following factors must be noted. In the last three years the industrial composition of our Party has increased only by 1½ per cent. At present 51 per cent of our membership are industrial, for which 11 per cent are basic. At the same time, our trade union membership in the last few years showed a decline from 46 per cent to 44 per cent; 28 per cent belonged to various CIO unions, 13½ per cent in A. F. of L. and 2½ per cent in independent unions. Approximately 7 per cent of our industrial workers are not members of any union."

During the 15th National Convention of the Communist Party, USA, in New York City held from December 28 to 31, 1950, ~~James P. Cannon~~, Communist Party functionary, stressed to the Convention the need for the Communist Party to direct militant action in the trade union field.

The March, 1953, issue of the "Party Voice" published by the New York State Communist Party contains an article by Lee Amistad based on a report of the conference of the New York State Communist Party in which he stated that industrial concentration of membership is number one as far as tasks are concerned and every Party committee and every Party leader must be judged from this viewpoint. The article stated a key task in the Party struggle and the main approach to building the Party in industry must be to have Communists in factories and outside concentration must at all times be only a secondary form of approach to the workers. The article further stated that the main task of the New York Party had been to undertake a major shift of a large number of comrades to heavy industry throughout the state, to build a substantial number of new shop clubs, to shift the emphasis of trade union work from left to right-led unions while guaranteeing the left and to shift the attention of the whole Party to the shops and factories and the working class communities.

Under date of August 24, 1953, the San Francisco Office furnished a photographic copy of a 130 page report believed to be a draft of the recently concluded national conference of the Communist Party, USA. This 130 page report was divided into five sections and a trade union report. Section 5 is captioned "Role of the Party - Problems of Party Organization" and in connection with the Party's immediate future task it was set forth that it was necessary to shift the base of the Party into basic industry and that in the forefront of the Party's problems there is the organization of the shop workers already in the Party and to shop clubs with political attention to those shop clubs concerning the Party leadership in every district. It emphasized a Party concentration policy in mass production industries and right-led unions. The document stated that the New York District was a model for the entire country in this respect and that by planning and organization the New York District had already succeeded in concentrating a large number of people in basic industry and it is in the process of concentrating a considerably larger number.

7/17/53

Brownell Gets Challenge on Union Reds

By Jack Bell
Associated Press Reporter

Senator Harley M. Kilgore (D-W. Va.) challenged yesterday a suggestion by Attorney General Herbert Brownell that there may be more Communists in labor unions than anywhere else.

And Sen. Lister Hill (D-Ala.), a member of the Senate Labor Committee, said he thinks the labor unions themselves can be trusted to root Communists out of their ranks as fast as they can be identified.

Brownell said in a copyrighted interview with the magazine U.S. News and World Report that he believes domestic Communists are "a greater menace now than at any time."

He added that "I suppose there are more in labor unions than anywhere else."

Commenting on this, Kilgore said he has no doubt the Communists are doing their utmost to infiltrate organized labor.

"They are the biggest menace the labor unions have to combat," he said. "But I know that the top leaders of labor bitterly hate Communists and are doing everything possible to weed them out."

"I don't agree that there are more Communists in labor unions than anywhere else."

Hill said that Brownell is in a position to know what he is talking about because the Attorney General has access to FBI reports, but the Alabama Senator said he doesn't believe the menace is as bad as Brownell intimated.

"The labor unions have made concerted efforts to get rid of Communists, with the big unions taking the leadership in this effort," he said. "It seems to me they have been very successful in their efforts thus far."

CIO President Walter P. Reuther commented in Detroit:

"American labor has been and is eternally vigilant in fighting communism at the bread and butter level . . . where it builds its power. Our best guarantee against Communist infiltration is in the eternal vigilance of our membership itself."

Brownell did not enlarge upon his suggestion that the Communists have found the labor unions their most fertile field. But the Attorney General said in response to a question that he does not believe the Communists are concentrated in the clergy.

J. B. Matthews, former staff director of the Senate investigating committee headed by Sen. Joseph R. McCarthy (R-Wisc.) charged in a magazine article that "the largest single group supporting the Communist apparatus in the United States today is composed of Protestant clergymen." Matthews resigned in the uproar which followed.

Brownell said two or three unions are on an old Justice Department list of subversive organizations, but added they are not major affiliates of the AFL and CIO.

The Attorney General said the Communists had gone underground since prosecution of party leaders and had made detection more difficult by better organization. He said the Communist Party had lost about 75,000 members and was now down to a total of about 25,000.

Sid me have memo of approx. distribution of Communists in industry, schools etc. H. Enc 1

Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: September 15, 1953

FROM :

Security Index - Cont. 1

SUBJECT: SECURITY INDEX SUBJECTS EMPLOYED IN
U. S. GOVERNMENT OR UNITED NATIONS
AND OTHER INTERNATIONAL ORGANIZATIONS
Bufile

SYNOPSIS:

Information included in my memorandum to you dated September 2, 1953, captioned "Distribution of Communists in Economic Life" reflected 31 Security Index subjects employed as of 8/15/53 in the United States Government and 13 in the United Nations or other international organizations. In regard to that information the Director commented "I think we should send memo to A. G. re this aspect & name 31 in U. S. Govt. & 13 in U. N. & point out when we previously called these to Dept's attention." An up-to-date Security Index list is furnished to the Department each month. Since the list furnished to the Department on January 29, 1951, we have listed the names of individuals employed in the United States Government or the United Nations and other international organizations on separate pages, the pages so identified. At the time the individuals in those categories were listed on separate pages, the Department was advised that this was done in order that the number and identity of such individuals could be readily determined. Since that time individuals employed in those categories have been listed on separate pages on the Security Index list furnished to the Department. As of this date, there are only 30 individuals listed as employees of the U. S. Government, the name of Benjamin Benoit Woods having been removed from that listing because no longer employed in the U. S. Government on 8/18/53.

RECOMMENDATION:

If you approve, there is attached a letter to the Attorney General calling his attention to the continued employment of the individuals in the United States Government or in the United Nations and other international organizations.

OH.
H
1

DETAILS:

In my memorandum to you dated September 2, 1953, captioned "Distribution of Communists in Economic Life," I advised that as of 8/15/53 the names of 31 individuals were listed in the U. S. Government Employee Section of the Security Index and 13 in the United Nations Employee Section. In that connection the Director commented "I think we should send memo to A. G. re this aspect & name 31 in U. S. Govt. & 13 in U. N. & point out when we previously called these to Dept's attention."

For your information, as of this date only 30 individuals are listed in the U. S. Government Employee Section. The name of _____ has been removed from that section because he is no longer an employee of the U. S. Government, on August 18, 1953.

An up-to-date Security Index list is furnished to the Department on a monthly basis. Since January 29, 1951, in order that the number and identity of Security Index subjects employed in the United States Government or the United Nations and other international organizations can readily be determined, the names of those individuals have been listed alphabetically on separate pages attached to the monthly Security Index list. Each page is especially identified as a listing of United States Government or United Nations employees. At the time the individuals employed in those categories were especially set out in the Security Index list furnished to the Department, the matter was called to the attention of _____, an assistant to former Deputy Attorney General _____ . He was advised that those individuals were especially set out in order that the number and identities could be readily determined and special consideration afforded prior to an arrest in event of an emergency in view of the nature of the employment. He was advised that each individuals' subversive affiliations and activities warranted inclusion in the Security Index according to standards in that matter the same as any other individual included in the Security Index list.

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

DATE: October 2,
1953

TO :

FROM :

SUBJECT: SECURITY INDEX

17

During the past week 113 new cards were added to the Security Index and 20 cards were cancelled, a net increase of 93 cards.

The Security Index count as of today is 22,850.

ACTION:

This is for your information.

STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

EMPLOYEE SUGGESTION

Date 9/24/53

To: Director, FBI *Gang...*

From: _____, Stenographer

Field Office or Division Albany

SUGGESTION: Since Security Index cards are made at the Bureau by machine, it is suggested that they be forwarded in triplicate to the Field Office when so requested by the Field Office on FD 122 recommending subject for inclusion on the Security Index or when submitting change for the S.I. card. A card would be requested in triplicate when the subject resides in territory covered by a Resident Agency, and where presently, a third card must be typed up in the Field for the Resident Agency. The notation "Triplicate copies requested" could be typed in the upper right hand corner of the FD 122.

Its advantages are: It would eliminate making copy of S.I. card as it is received from the Bureau, thus saving time consumed in typing. Description and photo, of course would still be placed on back of the third card, and the Field Office File No. would be typed in on the front. (For example, out of 272 S.I. subjects in the Albany Division, 209 reside in territory covered by Resident Agencies, in which instance an additional copy of S.I. card had to be prepared).

This procedure would insure that R.A. copies of SI cards would contain the most current data on the SI subject. It should save at least \$_____ annually. Unestimated.

The use by the United States of my suggestion shall not form the basis of a further claim of any nature by me, my heirs, or assigns upon the United States.

Comments and recommendation of Supervisor, SAC, or Assistant Director:

Adoption of this suggestion would save considerable work in the field. If this would more than off-set the additional burden placed on the Bureau, its adoption is recommended.



list

1542

Assistant Attorney General
Criminal Division

April 22, 1954

Director, FBI

SECURITY INDEX LIST

There is attached hereto a current list of the names of the individuals maintained in the Security Index. Names included in the main portion of the list are arranged alphabetically. The names of individuals coming within five designated groups are listed on separate pages. Following each name is information reflecting the race, sex, birth date, Bureau file number and the Bureau field office covering the residence of the individual.

It is requested that this list be given utmost security.

Attachment

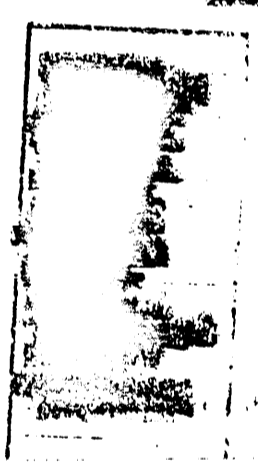
NOTE ON YELLOW ONLY:

Espionage Section of the Special Section not included.

The five designated groups are:

- Foreign Government Employees
- United Nations Employees
- Pro-Tito Yugoslavs
- U. S. Government Employees
- Atomic Energy Program Employees

Delivered personally to Office of the Director of the FBI by letter dated 4/22/54



RECORDED
EX-129

APR 23 1954
13-

Perkins

REC'D - FBI
APR 23 8 20 AM '54
REC'D - FBI

Handwritten initials/signature

STANDARD FORM NO. 64
Office Memorandum • UNITED STATES GOVERNMENT

1544

TO :

DATE: October 13,
1953

FROM :

SUBJECT: DELINQUENCY IN SECURITY INVESTIGATIONS

SYNOPSIS:

Each month we follow the field closely on the status of security work by analyzing the backlog of pending cases and delinquency in Espionage, Internal Security, Security Matter and foreign intelligence cases in classifications 65, 100 and 105. Status of these cases as of September 30, 1953, is set forth herein.

Number of pending active matters in the entire field reduced from 19,493 to 19,224. The delinquent matters in the entire field decreased from 8,495 to 7,571, decreasing the delinquency from 43.6% to 39.4%. Letters sent to 23 offices instructing them to reduce their backlog and delinquency.

New York reduced its pending active matters in the three classifications from 5,851 to 5,573 and the number delinquent from 3,554 to 3,103, to approximately 56%. New York accounts for approximately 29% of the pending active matters and 41% of the delinquency in these classifications in the entire field. New York reduced the number of pending active matters in the 100 classification from 5,047 to 4,302 and the number delinquent from 3,299 to 2,828 or from approximately 65% to 59%.

ACTION:

We will continue to closely follow the field in this matter. You will be advised of the results of the review of the October administrative reports.

Bufile [REDACTED]

DETAILS:

As you know, since December 1951 we have been closely following, on a monthly basis, the twelve field offices having a large proportion of our pending security work and since March 1952 all offices. We have written letters to the twelve offices and to other offices where progress in reducing the backlog of work and delinquency has not been satisfactory.

The September administrative reports from all offices reflect that the total pending active matters in the 65, 100 and 105 classifications decreased during the month from 19,493 to 19,224. The number of delinquent matters decreased from 8,495 to 7,571, a decrease from 43.6% to 39.4%. Twenty-one offices reduced their total number of pending active matters and twenty-nine offices reduced their delinquency in these classifications. Letters have been sent to 23 offices directing them to reduce their backlog and delinquency in these matters.

The New York Office has approximately 29% of the pending active matters in the 65, 100 and 105 classifications in the entire field. That office has approximately 41% of the number of delinquent matters in these classifications in the entire field. The average delinquency of all other offices at the end of the month was approximately 33%. New York's delinquency decreased from 61% to 56%.

The bulk of New York's backlog and delinquency is in the 100 classification. During September the number of

pending active matters in the .100 classification in the New York Office was reduced from 5,047 to 4,802. The number of such matters which were delinquent was reduced from 3,299 to 2,828. The delinquency in classification 100 decreased from 65% to 59%.

The following statistics reflect the status of pending work including both pending active and pending inactive matters and delinquency for all field divisions as of December 31, 1951, and the progress for the last four months:

TOTAL PENDING MATTERS
CLASSIFICATIONS 65, 100 and 105
ALL FIELD DIVISIONS

<u>Classification</u>	<u>12-31-51</u>	<u>6-30-53</u>	<u>7-31-53</u>	<u>8-31-53</u>	<u>9-30-53</u>
65	1,314	1,134	1,164	1,154	1,089
100	32,812	22,084	21,389	20,564	20,233
105	<u>2,895</u>	<u>2,071</u>	<u>1,969</u>	<u>1,970</u>	<u>2,014</u>
Total	37,021	25,289	24,522	23,688	23,336

TOTAL DELINQUENT MATTERS
CLASSIFICATIONS 65, 100 and 105
ALL FIELD DIVISIONS

<u>Classification</u>	<u>12-31-51</u>	<u>6-30-53</u>	<u>7-31-53</u>	<u>8-31-53</u>	<u>9-30-53</u>
65	525	270	249	203	261
100	22,518	8,667	8,588	7,780	6,815
105	<u>1,719</u>	<u>621</u>	<u>574</u>	<u>512</u>	<u>495</u>
Total	24,762	9,558	9,411	8,495	7,571

The following statistics reflect the total of pending active matters, delinquency and percentage of delinquency of all offices since December 31, 1952.

CLASSIFICATIONS 65, 100 and 105
ALL FIELD DIVISIONS

<u>Date</u>	<u>Pending Active Matters</u>	<u>Delinquent Matters</u>	<u>Percentage Delinquent</u>
12-31-52	24,770	12,267	49.5%
1-31-53	24,098	11,772	48.8%
2-28-53	22,935	11,233	46.9%
3-31-53	23,033	10,890	47.3%
4-30-53	22,100	9,120	41.3%
5-31-53	21,740	9,730	44.8%
6-30-53	20,970	9,558	45.6%
7-31-53	20,180	9,411	46.6%
8-31-53	19,493	8,495	43.6%
9-30-53	19,224	7,571	39.4%

Status of Security Work in Twelve of the Larger Offices

The following statistics reflect the progress of the twelve larger offices we have been closely following since December 1951. These offices have approximately 80% of the total Security Index cards and a high percentage of the pending work and delinquency in classifications 65, 100 and 105.

STATISTICS FOR TWELVE OFFICES
SECURITY INDEX COUNT AND FOR
65, 100 and 105 MATTERS

<u>Office</u>	<u>Security Index Cards</u>	<u>Pending Active Matters</u>		<u>Percentage Delinquent</u>	
		<u>9-15-53</u>	<u>8-31-53</u>	<u>9-30-53</u>	<u>8-31-53</u>
New York	4,873	5,851	5,573	61%	56%
Los Angeles	3,666	1,383	1,426	32%	29%
San Francisco	2,112	1,234	1,257	49%	42%
Detroit	1,381	576	633	39%	39%
Chicago	1,378	1,097	1,085	35%	29%
Philadelphia	1,048	1,076	1,048	59%	48%

cont'd

Office	Security	Pending Active		Percentage	
	Index Cards	Matters	Matters	Delinquent	Delinquent
	9-15-53	8-31-53	9-30-53	8-31-53	9-30-53
Newark	741	934	974	58%	56%
Cleveland	683	470	462	18%	32%
Seattle	663	254	282	37%	29%
Boston	576	629	630	37%	32%
Minneapolis	513	486	377	57%	31%
New Haven	495	408	427	24%	35%
Total	18,129	14,398	14,174		

The over-all statistics for the eleven offices other than the New York Office since March 31, 1952, are as follows:

Date	Pending Active Matters (65-100-105)	Delinquent Matters (65-100-105)	Percentage Delinquent (65-100-105)
3-31-52	15,144	10,347	68.3%
4-30-52	14,978	9,628	64.3%
5-31-52	14,246	9,008	63.2%
6-30-52	14,157	9,103	64.3%
7-31-52	13,117	7,965	60.7%
8-31-52	12,611	7,589	60.2%
9-30-52	11,367	5,732	50.4%
10-31-52	11,286	4,957	43.9%
11-30-52	11,148	4,844	43.5%
12-31-52	10,937	4,578	41.9%
1-31-53	10,730	4,696	43.8%
2-28-53	10,721	4,358	40.6%
3-31-53	10,069	4,019	39.9%
4-30-53	9,411	2,887	30.7%
5-31-53	9,277	3,447	37.2%
6-30-53	8,964	3,532	39.4%
7-31-53	8,908	3,758	42.2%
8-31-53	8,547	3,618	42.3%
9-30-53	8,601	3,249	37.8%

During September, five of the twelve offices reduced the total number of pending active matters in the three classifications and eight reduced the delinquency in the total matters in those classifications.

In regard to the New York Office you will note it has the highest number of the pending active matters and the highest percentage of delinquency of the twelve offices listed. During September, the New York Office reduced the number of pending active matters in classifications 65, 100 and 105 by 276 from 5,851 to 5,573 matters and those delinquent by 451 from 3,554 to 3,103.

Status of Security Work in the Remaining Forty Offices

The remaining forty offices are listed according to the percentage of delinquency on September 30, 1953, in total matters in classifications 65, 100 and 105. These statistics reflect the progress during September 1953. It should be noted that many of the smaller offices have no pending matters in classifications 65 and 105 and their entire pending backlog is in classification 100 matters.

Office	Pending Active Matters		Percentage Delinquent	
	8-31-53	9-30-53	8-31-53	9-30-53
Oklahoma City	70	77	21%	45%
Milwaukee	238	204	38%	43%
Albuquerque	58	59	28%	42%
Charlotte	78	81	18%	41%
Albany	241	232	27%	38%
San Juan	166	184	30%	36%
Memphis	42	44	10%	34%
El Paso	48	42	23%	33%
Portland	86	90	29%	32%
Anchorage	54	45	33%	31%
Little Rock	24	16	25%	31%
Norfolk	28	30	14%	30%
Atlanta	61	75	15%	28%
Savannah	32	30	31%	27%
Richmond	55	57	29%	26%
Buffalo	272	216	35%	25%
Washington Field	925	871	25%	25%
Indianapolis	180	175	27%	24%
Cincinnati	243	251	28%	23%
Denver	138	156	33%	23%
Knoxville	22	31	5%	23%
Pittsburgh	352	318	28%	22%
Baltimore	305	372	25%	21%
Birmingham	36	36	3%	19%

cont'd

Office	Pending Active Matters		Percentage Delinquent	
	8-31-53	9-30-53	8-31-53	9-30-53
Houston	77	88	39%	19%
Salt Lake City	40	39	15%	18%
San Diego	130	153	16%	18%
Louisville	57	66	16%	17%
San Antonio	41	53	24%	17%
Saint Louis	193	205	20%	16%
Miami	165	137	33%	15%
Honolulu	51	57	22%	14%
Omaha	67	59	30%	14%
Phoenix	62	61	23%	13%
Butte	63	56	37%	11%
New Orleans	104	105	8%	11%
Springfield	97	104	10%	9%
Dallas	75	63	33%	8%
Mobile	32	34	22%	6%
Kansas City	87	78	33%	0%
Total	5,095	5,050		

During September, sixteen offices were able to reduce their pending active work load and twenty-one offices reduced their delinquency.

The following figures illustrate the progress of the forty offices as a whole since March 31, 1952, as reflected in the administrative reports:

Date	Pending Active Matters (65-100-105)	Delinquent Matters (65-100-105)	Percentage Delinquent
3-31-52	9,421	5,011	53.2%
4-30-52	9,138	4,355	47.7%
5-31-52	8,724	3,990	45.7%
6-30-52	8,417	3,842	45.6%
7-31-52	7,776	3,156	40.6%
8-31-52	6,928	3,054	44.0%

cont'd

<u>Date</u>	<u>Pending Active Matters (65-100-105)</u>	<u>Delinquent Matters (65-100-105)</u>	<u>Percentage Delinquent</u>
9-30-52	6,198	2,109	34.0%
10-31-52	6,126	1,279	20.8%
11-30-52	6,129	1,703	27.8%
12-31-52	6,228	1,691	27.2%
1-31-53	6,080	1,554	25.6%
2-28-53	6,103	1,515	24.8%
3-31-53	5,936	1,542	26.0%
4-30-53	5,864	1,414	24.1%
5-31-53	5,897	1,726	29.3%
6-30-53	5,611	1,577	28.1%
7-31-53	5,146	1,358	26.4%
8-31-53	5,095	1,323	26.0%
9-30-53	5,050	1,219	24.1%

[Handwritten signature]

[Handwritten initials]

Office Memorandum • UNITED STATES GOVERNMENT

TO : THE DIRECTOR

DATE: October 9,
1953

FROM :

SUBJECT: SECURITY INDEX - General (N)

To advise you of the total cards in the Security Index and of the total number approved by the Department to date.

The following is a report on the increase in the Security Index since the last count was furnished to you on September 11, 1953.

<u>Week of</u>	<u>New Cards Added</u>	<u>Cards Cancelled</u>	<u>Net Increase</u>
September 12-18	64	17	47
September 19-25	144	13	131
Sept. 26 - Oct. 2	113	20	93
October 2-9	98	23	75
Total	419	73	346

For your information during the preceding four-week period 314 cards were added and 54 cards were cancelled, a net increase of 260 cards.

The Security Index count as of today is 22,925.

The Department has specifically approved in writing the listing of 3,534 names in the Security Index. To date the Department has not disapproved the listing of any name. However, by memorandum from the Attorney General dated September 30, 1953, he advised that he has found it necessary to direct the Criminal Division to cease reviewing the Security Index cases because of present budgetary considerations.

ACTION:

This is for your information.

Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: September 24,
1953

FROM :

Handwritten: [unclear]

SUBJECT: SECURITY INDEX SUBJECTS EMPLOYED IN
UNITED STATES GOVERNMENT OR UNITED NATIONS
AND OTHER INTERNATIONAL ORGANIZATIONS

SYNOPSIS:

On September 16, 1953, we submitted to the Attorney General a list of names of Security Index subjects employed in the United States Government and the United Nations categories. The list was prepared from the Security Index cards filed in the Special Section of the Security Index for those categories and the employment shown was that which appeared on each card. A check of the Bureau files on 9-23-53 on these subjects revealed that in the cases of three persons reported employed in the United States Government and two persons in the United Nations the field is in possession of information indicating a change or possible change of employment for each. Current instructions under those circumstances require the field to promptly submit Form FD-122, necessary to the mechanics of having the Security Index cards processed in the Statistical Section. Failure to submit the Forms FD-122 promptly resulted in the cards not being in an up-to-date status. To prevent a recurrence of this situation we are preparing an SAC Letter re-emphasizing the necessity of promptly submitting Form FD-122 whenever employments change. The failure of the field to promptly submit the FD-122 Forms resulted in the cards not being in an up-to-date status, as stated above; however, despite this fact we should have reviewed the files and not relied solely on the information contained on the Security Index cards regarding the employment of these individuals. We are advising the Attorney General that information has been received that the five individuals are no longer employed in the respective categories.

RECOMMENDATION:

If you approve, there is attached a letter to the Attorney General, and an SAC Letter will be prepared re-emphasizing the absolute necessity of submitting Forms FD-122 promptly when changes of employment occur for Security Index subjects.

Handwritten signature

DETAILS:

Reference is made to the memorandum to the Attorney General dated September 16, 1953, in which we furnished the names of individuals included in the Security Index who are reported employed in the United States Government or the United Nations and other international organizations.

This list was prepared from the Security Index cards filed in the Special Section of the Security Index for the two categories and the employment shown on the Security Index cards was listed in the memorandum.

For your information, a check of the files on 9-23-53 on these subjects revealed that the field is in possession of information indicating a change or possible change of employment for each person listed below:

Under current instructions the field is required under these circumstances to promptly submit a Form FD-122, which is necessary to the mechanics of having the Security Index card processed through

the Statistical Section in order that it will be in a current status at all times. The failure of the field to promptly submit the FD-122 Forms has resulted in these Security Index cards not being in an up-to-date status.

In order to prevent a recurrence of a similar situation, we are preparing an SAC Letter, re-emphasizing current Bureau instructions and pointing out the absolute necessity for the prompt submission of Forms FD-122 in connection with changes of employment of individuals included in the Security Index.

Even though the respective field offices had not submitted the necessary changes to our Security Index cards indicating the individuals had changed their employment, we should have reviewed the files rather than relying solely on the Security Index cards for information regarding employment of these individuals.

We are advising the Attorney General that information has been received that five individuals are no longer employed in the United States Government or the United Nations and other international organizations.

FROM

DO-7

OFFICE OF DIRECTOR, FEDERAL BUREAU OF INVESTIGATION

TO
OFFICIAL INDICATED BELOW BY CHECK MARK

Set me know
 1. of names
 recently sub-
 mitted to
 of persons in
 and service
 on our pick-
 up list were
 furnished

Remarks:

Criminal Div in list
 of most important cases
 2. Let not be checked
 review by Criminal Div. of
 these names now.

ENC 1

Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: 10-9-53

FROM :

SUBJECT:

Security Index - Cont 1
 RECORDS SECTION STREAMLINING COMMITTEE
 SUGGESTION #644-53

has suggested through the Classifying Unit representative of the Records Section Streamlining Committee that form letters from the Department transmitted to the Bureau as enclosures to memoranda authorizing the arrest and detention of security index subjects in the event of an emergency, not be filed inasmuch as the cover memorandum from the Department goes into a control file and necessary information could be noted on the security index card.

The form letter now being prepared in the Department is presently serving as a substitute for a recorded memorandum in each security index subject case file. These have, until recently, been prepared in the Domestic Intelligence Division to indicate in each case file the location and the authority for the detention of the security index subject in the event of certain national emergencies. This matter has been discussed with *_____* of the Domestic Intelligence Division who states this form constitutes the authority as far as each case file is concerned to the arrest and detention of the subject. He has indicated under plans presently being made, this piece of mail constitutes the most important piece of mail in the case file. He feels, therefore, that it must of necessity continue to be filed and recorded.

RECOMMENDATIONS:

1. Unfavorable.
2. That the attached letter thanking for her suggestion be directed to her.

1549

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: October 16, 1953

FROM :

SUBJECT: SECURITY INDEX

During the past week, 74 new cards were added to the Security Index and 11 cards were cancelled, a net increase of 63 cards.

The Security Index count as of today is 22,988.

UNRECORDED

10-13-53

(C.F.D.)
(J) SECURITY INDEX - CHANGES OF DATA ON SECURITY INDEX CARDS--
Your attention is directed to pages 31a and 31b, Section 87c of the Manual of Instructions. The Manual of Instructions specifically states that the data recorded on Security Index cards shall be in an up-to-date status at all times. It further states that once a Security Index card has been prepared, any information developed which affects the data appearing on the Security Index card must be promptly submitted to the Bureau by Form FD-122. In addition, instructions specifically point out that when a Security Index subject whose card is maintained in the Special Section no longer comes within one of the categories of the Special Section, Form FD-122 must be submitted with the words "Remove from Special Section" typed in the space provided on the form after the words "Miscellaneous" (Specify)."

It has come to the Bureau's attention that information relating to changes of employment has come to the attention of field offices and Form FD-122 has not been submitted promptly in order that the Security Index cards can be changed and amended cards forwarded to the field.

Although field offices have been in possession of information indicating a change of employment, Form FD-122 has not been submitted until the subject's new place of employment has been determined.

I want to reiterate the existing instructions that all Security Index cards shall be in an up-to-date status and that any information developed which affects the data appearing on the Security Index cards must be promptly submitted to the Bureau by Form FD-122.

Therefore, you must be certain when you know a subject is not employed at the place indicated on the existing Security Index card that Form FD-122 is immediately submitted to the Bureau in order that the Security Index card can be amended. If the new place of employment is also known at that time it should be included on the Form. If the new employment is not known the subject's employment should be shown as unknown on the Form and investigation should be immediately conducted to determine the place of employment. When the present employment has been determined another Form FD-122 should be submitted promptly to the Bureau.

Only by close supervision of such matters can our Security Index cards be maintained in a current status.

Attachment for (C), (F) & (H)
10-13-53
SAC LETTER NO. 53-68

Very truly yours,
John Edgar Hoover
Director

- 1 -

0
General

(M) KEY FACILITIES - PLANT INFORMANTS - SECURITY INDEX - ADJUSTMENT TO KEY FACILITY LIST -- Your attention is directed to paragraph M of SAC Letter Number 53-12 dated February 3, 1953, and to SAC Letter Number 53-51 dated July 21, 1953, with which all continental offices were furnished appropriate State Sections of the sixth edition of the Department of Defense Master Geographical Key Facilities List designated as KFL (F). Reference is also made to paragraph N of SAC Letter Number 53-12 dated February 3, 1953, containing instructions as to adjustments to be made in the Security Index necessitated by changes in the KFL. You have been advised that the Department of Defense would from time to time issue corrected pages to the KFL to reflect any deletions, additions or other changes.

The Department of Defense has now prepared change No. 1 dated September 10, 1953, to the KFL (F). You will note that each line in which a change has occurred has been appropriately marked. However, many of the changes will have no effect upon the operations of the Bureau.

Each change in the KFL (F) has been marked with the figure "1" in the column heading "CH. NO." and the bottom of such pages are marked "Change No. 1." If only one side of a page has been affected by changes, that side will be marked "Change No. 1" and the other side of the page will be marked "original." The symbol "#" appearing in the column heading "CH. NO." indicates that a change has been previously made and is not affected by Change No. 1. In other words, the symbol "#" appears opposite the changes made when the KFL (F) was re-printed in July 1953, copies of which were furnished to you with SAC Letter Number 53-51.

Any changes in the enclosed Change No. 1 to KFL (F) affecting the Plant Informant Program in your office must be handled in accordance with the instructions contained in paragraph M of SAC Letter Number 53-12.

Any changes in Change No. 1 which will affect the data appearing on Security Index cards of subjects employed in key facilities must carefully checked through your Security Index and corrected Form FD-122 submitted to the Bureau in accordance with the instructions contained in paragraph N of SAC Letter Number 53-12.

In order that all continental offices will have up-to-date data pertaining to the KFL (F) all such offices are being

10/20/53
SAC LETTER NO. 53-69

- 1 -

furnished with this SAC Letter, a copy of the "Letter of Promulgation to Holders of the Department of Defense Key Facilities List" dated September 17, 1953, which refers to Change No. 1. All continental offices with the exception of the Albuquerque, Butte, Oklahoma City, Phoenix and Portland offices are being furnished with this SAC Letter, Change No. 1, to appropriate State Sections. No changes have been received affecting the facilities within the territories of the offices named.

The pages in the KFL (F) which have been replaced by Change No. 1 should be destroyed when they are no longer needed to assist you in making the necessary corrections and adjustments in connection with the Plant Informant and Security Index Program.

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENTDATE: October 23,
1953

TO :

FROM :

SUBJECT: SECURITY INDEX

During the past week, 98 new cards were added to the Security Index and 26 cards were cancelled, a net increase of 72 cards.

The Security Index count as of today is 23,060.

SECURITY INFORMATION - [redacted] list

Assistant Attorney General [redacted]
Criminal Division

October 23, 1953

Director, FBI

SECURITY INDEX LIST - [redacted]

There is attached hereto a current list of the names of the individuals maintained in the Security Index. Names included in the main portion of the list are arranged alphabetically. The names of individuals coming within five designated groups are listed on separate pages. Following each name is information reflecting the race, sex, birth date, Bureau file number and the Bureau field office covering the residence of the individual.

It is requested that this list be given utmost security.

Attachment

NOTE ON YELLOW ONLY:

Espionage Section of the Special Section not included.

The five designated groups are:

- Foreign Government Employees
- United Nations Employees
- Pro-Tito Yugoslavs
- U. S. Government Employees
- Atomic Energy Program Employees

10-27-53
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[illegible]
OK'd [illegible]
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RECORDED

CLASSIFIED

RECORDED-37

OCT 30 1953

SECURITY INFORMATION - [redacted]

NOV 16 1953

list

1552

October 23, 1953

SAC, Omaha

Director, FBI

PERSONAL AND CONFIDENTIAL
REGISTERED MAIL
AIR MAIL SPECIAL DELIVERY
RETURN RECEIPT REQUESTED

SECURITY INDEX

ReBulet dated December 29, 1950.

There is enclosed herewith a sealed package containing a new Security Index list of all subjects maintained in the general and Special Sections of the Security Index.

This package should be maintained in your office safe in accordance with instructions in referenced memorandum. This new list replaces the list in your possession. It is your personal responsibility to see that the old list is destroyed by burning.

The Bureau should be advised of your receipt of the attached list and the destruction of the old list.

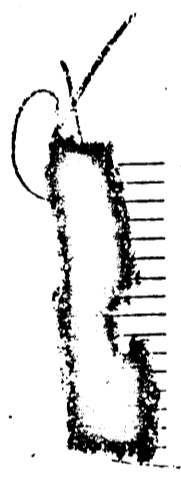
RECEIVED
OCT 25 11 30 AM '53
Enclosure

RECORDED - 66

COMM - FBI
OCT 27 1953
MAILED 28

OCT 28 1953
130

58 NOV 16 1953



✓

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Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: 10/26/53

FROM : EXECUTIVES CONFERENCE

SUBJECT: SUGGESTION #632-53
 MADE BY
 ALBANY OFFICE
 SECURITY INDEX CARDS BE FURNISHED
 TO FIELD OFFICES IN TRIPLICATE
 UPON REQUEST

SUGGESTION:

Since Security Index cards are made at the Bureau by machine, it is suggested they be forwarded in triplicate to the field when a request is made by the field office on Form FD-122 recommending the subject for inclusion on the Security Index or when submitting a change for the Security Index card.

A card would be requested in triplicate when the subject resides in a territory covered by a resident agency and where it is presently necessary for a third card to be typed in the field for the resident agency this would be eliminated through adoption of the suggestion. The notation "Triplicate Copies Requested" could be typed in the upper right-hand corner of Form FD-122 (the form for recommendation for Security Index and/or reflecting changes in Security Index subject's status).

The suggesting employee had in mind that this suggestion would effect a saving in typing time and would insure that resident agency copies of Security Index cards would contain the most current data on the Security Index subject.

OBSERVATIONS:

of Albany believes the adoption of this idea would save considerable work in the field and would more than offset the additional burden placed on the Bureau.

The Domestic Intelligence Division pointed out that by No Number SAC Letter dated 4/4/51, all offices were instructed to prepare 5" x 8" cards for each Security Index subject residing in a resident agency territory. Each card would contain the name of the subject, priority designation tabbings for DETCOM and COMSAB of "DC" and "CS", description, residence address, business address and a

Memorandum to [REDACTED]

photograph, if available, to be stapled to the card. Under the present procedure two Security Index cards are prepared in the Statistical Section whenever a new card is added or changes are made to existing cards, and field offices prepare a 5" x 8", as indicated above if the subject resides in a territory covered by a resident agency.

The Domestic intelligence Division does not believe this suggestion should be adopted. They feel that the number of Security Index subjects residing in a resident agency territory is very limited as compared to the total Index of approximately 22,925 cards. The volume of new cards and changes handled per week varies from approximately 450 to 500 items and Bureau supervision necessary to afford special attention to the limited number of cards in which three copies are requested far out weighs the typing time required in the field to type the name of the subject, priority tabbing initials, business and residence addresses on a 5" x 8" card to be placed in resident agencies. The Domestic Intelligence Division is of the opinion that the number of cards prepared at the Bureau should be uniform if we are to handle the volume with a minimum of clerical and supervisory time.

EXECUTIVES CONFERENCE CONSIDERATION:

Per presentation by [REDACTED] at the Executives Conference on 10/22/53.

RECOMMENDATION:

In view of the opposition expressed by the Domestic Intelligence Division and inasmuch as the suggesting employee has already been thanked for her idea, no further action is recommended.

Office Memorandum • UNITED

1554
GOVERNMENT

TO :

DATE: October 13,
1953

FROM :

SUBJECT: SECURITY INDEX -
SUGGESTION #632-53

In the attached Suggestion dated 9-24-53, a stenographer in the Albany Office, recommends that when the words "Triplicate Copies Requested" are typed in the upper right-hand corner of Form FD-122 which includes data to be placed on Security Index cards when they are prepared at the Bureau that 3 copies of cards be furnished to the field, one of which would then be available where the subject resides in a territory covered by a Resident Agency. She states that in this manner there will be a saving in typing time in the field office, particularly at Albany where 209 of 272 Security Index subjects reside in territory covered by Resident Agencies.

By No Number SAC Letter dated 4-4-51 all offices were instructed to prepare a 5x8 card for each Security Index subject residing in a Resident Agency territory. The card to contain the name of the subject, priority designation tabbings for Detcom and Comsab of "DC" and "CS", description, residence address, business address and a photograph, if available, to be stapled to the card. Under present procedures, two Security Index cards are prepared in the Statistical Section whenever a new card is added or changes are made to existing cards and offices prepare a 5x8 card as indicated above if the subject resides in a territory covered by a Resident Agency.

It is not believed that the Suggestion should be adopted. The number of Security Index subjects residing in a Resident Agency territory is very limited compared to the total Index of approximately 22,925 cards. The volume of new cards and changes to existing cards handled during a week varies from approximately 450 to 500 items and the supervision necessary at the Bureau to afford special attention to the limited number of cards in which 3 copies are requested far outweighs the typing time required in the field to type the name of the subject, the priority tabbing initials and the business and residence address on a 5x8 card which is to be placed in Resident Agencies. Of course, the description must of necessity be typed on any card used in the field. It is believed that the number of cards prepared at the Bureau should be uniform if we are to handle the volume with a minimum of clerical and supervisory time.

ACTION:

If you approve, this memorandum should be routed to the Training and Inspection Division for their information that the Internal Security Section recommends that the Suggestion not be adopted.

1555

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO :

DATE: October 30, 1953

FROM :

SUBJECT: SECURITY INDEX - 1

During the past week, 115 new cards were added to the Security Index and 7 cards were cancelled, a net increase of 108 cards.

The Security Index count as of today is 23,168.

